



*From the Office of Advising, Retention, and Student Success*

# CLASS ATTENDANCE

## Did you know???

*To avoid being dropped from your classes, login to Canvas on the first day of class or attend the first day of class if you're enrolled in an on-campus class.*

### On-Campus Attendance Policy:

- 10 minutes late=Tardy
- 3 tardies=Unexcused absence
- Later than 10 minutes=Unexcused absence
- Leaving a class meeting early without the approval of the instructor=Unexcused absence

You will be dropped from your classes if you exceed the following number of absences per semester:

- 2 absences for a class that meets once per week or for an intensive class
- 4 absences for a class that meets twice per week
- 6 absences for a class that meets 3 times per week
- 8 absences for a class that meets 4 times per week

### Online Attendance Policy:

Refer to your course syllabus.

**Note:** Always communicate with your Professors regarding any absences in a **TIMELY** manner.

attendance  
**MATTERS**