

<b>FLORIDA</b>	<b>OFFICIAL</b>
<b>POLYTECHNIC</b>	<b>UNIVERSITY</b>
<b>UNIVERSITY</b>	<b>ACADEMIC POLICY</b>

<b>Subject/Title:</b> Student Attendance
<b>FPU Policy Number:</b> FPU-5.0010AP
<input checked="" type="checkbox"/> New Policy <input type="checkbox"/> Major Revision of Policy <input type="checkbox"/> Minor Technical Revision of Policy
<b>Date First Adopted:</b> May 28, 2014
<b>Date Revised:</b>
<b>Responsible Division/Department:</b> Academic Affairs
<b>Initiating Authority:</b> Vice President of Academic Affairs

**A. APPLICABILITY/ACCOUNTABILITY:**

This policy applies to all Instructors of Record and students enrolled in course offered at the University.

**B. POLICY STATEMENT:**

Students are expected to attend all of their scheduled University classes and to satisfy all academic objectives as defined by the instructor. The effect of unexcused absences upon a student's grade is to be determined by the instructor; however, the University reserves the right to deal, at any time, with individual cases of non-attendance.

Students are responsible for arranging to make up work missed due to a valid, excused class absence, such as: illness, family emergencies, military obligation, court-imposed legal obligations, or participation in University-approved activities. It is the student's responsibility to give the instructor notice prior to any anticipated absence, and within a reasonable period of time after an unanticipated absence, ordinarily by the next scheduled class meeting.

University regulations require that reasonable accommodations be made for religious observance, practice, and belief of individual students in regard to class attendance, the scheduling of examinations, and work assignments. Instructors must allow each student the opportunity to make up work missed, due to a validly excused absence, without any reduction in the student's final course grade because of the absence alone.

ACADEMIC POLICY APPROVAL

Academic Policy No.: FPU-5.0010AP

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Initiating Authority

\_\_\_\_\_  
Date

\_\_\_\_\_  
Academic Policies Committee Chair

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Date

\_\_\_\_\_  
Vice President of Academic Affairs

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Date

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President/Designee

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Date

Approved by FPU BOT, if required

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Date

**EXECUTED SIGNATURE PAGES ARE AVAILABLE IN THE  
OFFICE OF THE GENERAL COUNSEL**