

FLORIDA	OFFICIAL
POLYTECHNIC	UNIVERSITY
UNIVERSITY	ACADEMIC POLICY

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

A. APPLICABILITY/ACCOUNTABILITY:

This policy applies to all instructors of record and students enrolled in the 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 on the course syllabus. The effect of unexcused absences upon a student's grade is as defined on the course syllabus, 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. Examples of University approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances, and debate 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. <u>PLS.0010</u> AP	
<u>Shay D'Amico</u>	<u>5/28/2014</u>
Initiating Authority	Date
<u>Nancy Brown</u>	<u>5/28/2014</u>
Academic Policies Committee Chair	Date
<u>Shay D'Amico</u>	<u>5/28/2014</u>
Vice President of Academic Affairs	Date
<u>W. L. Park</u>	<u>5/28/2014</u>
President/Designee	Date
Approved by FPU BOT, if required	
	Date