Attendance Requirements

Students are expected to attend all sessions of each class in which they are enrolled. Since regular attendance is one of the most important factors contributing to student success in college work, the student will enhance his/her own performance by eliminating all unnecessary absences.

Instructors may drop a student from a class for excessive absences. A student is considered to be excessively absent when his/her cumulative absences exceed the total number of hours that the class meets during one week. Individual instructors may establish more stringent regulations at their discretion. However, if they do, each student involved is to be given a written notice of explanation by the instructor at the beginning of each semester. Otherwise, the general attendance policy applies.

Faculty members should give full consideration to excusing students from classes to participate in scheduled college activities such as athletics and field trips. The student must make arrangements in advance to make up the work to be missed. **Students are responsible for officially withdrawing from any class or classes in which they no longer wish to be enrolled. Students should not depend on the instructor to drop them for non-attendance and they will be held liable for enrollment fees on courses not dropped by the stated drop deadlines posted on the website. Financial aid may be affected.**