

# ATTENDANCE POLICY

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Students are expected to attend all scheduled classes as outlined in the course syllabi. Absences and lack of participation significantly affect a student's learning and, therefore, their final grade. Specific absence policies are determined by each course instructor, announced at the beginning of each course and presented in the course syllabus. The syllabus includes course learning outcomes, assignments, grading information, and policies for attendance, make-up work, late work and related issues. Faculty will take attendance and will notify the Registrar's Office in writing of the last date of attendance of any student who stops attending classes.