

Absence Policy Each absence is worth 3.2 points (100 points divided by 31 class days).

Point Deduction:

Points will not be deducted for the first 3 absences.

See the adjacent scale to determine the deductions thereafter.

There are no excused absences except for those officially excused for college-sanctioned activities.

The 3 "free" absences should cover any need to recuperate from a virus, meet your grandmother at the airport, accompany your husband on a business trip, coordinate with your home plumber, etc. Do not ask that these minor absences be excused.

If extraordinary circumstances (death in the immediate family, hospitalization, for example) present themselves, please talk to the instructor about the absences.

Number of Absences	Points Deducted	Percentage of Semester Absent
0		0%
1		3%
2		6%
3		10%
4	13	13%
5	16	16%
6	19	19%
7	22	23%
8	26	26%
9	29	29%
10	32	32%
11	36	35%
12	39	39%

Arriving Late or Leaving Early:

Arrival to class at any point after the instructor has begun the announcements / instruction or leaving before the end of class will be considered a one third an absence. If either is more than 45 minutes, it will be considered ½ absent.

Summer School:

Each morning and each afternoon count as an absence. In other words, each day equals two absences.

Absence Make-up:

It is possible to make up THREE absences.

Once you have been absent 6 times (20% of the semester), you may not make up any more points.

Please see the instructor for make-up opportunities. Usually the make-up can be completed by attending Open Lab in G301/G303 (signing in/out with assistant's signature.)

Keep in mind that making up an absence is not the same as being in class.

Active participation in class gives students directions, demonstrations, announcements, lectures, critiques, personal instruction, and peer support. Making up the points for an absence does not mean that other expectations (assignments and projects) will not be affected by the lack of attendance.