

Name of Policy: Attendance of First Day of a Class
Source: Academic Affairs
Date Revised: June 2018
Form to Complete: N/A

**Policy:**

Attendance at the first class meeting of the semester is mandatory for all students. If a student fails to attend the first class meeting of the semester without receiving permission from the instructor in advance of the first class, the student's enrollment in the class will be forfeited so that the first student on the wait list for the class may be enrolled. Once the Registrar has been notified of the absence, the student will be dropped from the class, and the first student on the wait list will be notified by the Registrar that they are being enrolled in the class. Students on the wait list are not allowed to attend class until receiving notification of their enrollment from the Registrar.