Student Class Attendance (Drop/Add)

Students who fail to attend the first two regularly scheduled class meetings for any course without formally notifying the instructor in a timely fashion will forfeit their space in that course. Students who fail to attend the first class meeting for any course that meets only once a week will also forfeit their space in that course. When such action is taken, instructors should advise the students to withdraw officially from the courses through Enrollment Services. The Academic Standards Committee affirms it is the student’s responsibility to initiate formal withdrawal procedures.

IMPORTANT: Students who fail to appear for the first two class sessions, or the first session of evening classes, may forfeit their space in class. Instructors have the right to release these spaces to other students wishing to add the class to their schedules. Students who lose their spaces must officially withdraw from the course through Enrollment Services to avoid earning an FX grade for non-attendance.

Approved by the University Senate, May 6, 1991