

ATTENDANCE

Registration for any course offered in any format presupposes that the student will participate in all scheduled activities. In addition to academic issues relative to attendance, veterans and students receiving financial aid from some sources are expected to be in regular attendance as a condition of receiving such aid.

While occasional circumstances, over which the student has no control, may necessitate absence, the content presented in the activities missed by the student is a segment of a broad base of information being taught. For any course offered in any format there is a limit to the amount of time and content a student can miss without compromising the integrity of the learning experience and the credit award. If illness, accident, emergency, or an NHTI-sponsored activity prevents a student from meeting attendance obligations, it is the responsibility of the student to inform faculty in a timely manner to discuss either the requirements for continued enrollment in the course or the options for withdrawal from the course.

Instructors may include an assessment of attendance behaviors (absence and tardiness) into their overall grading structure for the course. Such assessment strategies will be published in the course syllabus distributed at the start of the course. A faculty member may issue a grade of AF at any point in the semester at which he/she feels a student's absence record precludes the reasonable possibility of meeting course objectives based on published attendance expectations. (See also Withdrawal Policy. and Dropping Classes/Withdrawing from NHTI & Adding a Class)

Any student who has been suspended or dropped from a course for failure to meet published course attendance requirements may appeal following the procedures outlined in the Grade Appeal/Grade Change Policy.

Revised: Jan. 4, 2013