

8.1.5

ATTENDANCE REQUIREMENTS

ADOPT: APRIL 8, 1985

REVISED: NOVEMBER 14, 1995

REVISED: NOVEMBER 14, 2000

REVISED: FEBRUARY 14, 2006

REVISED: JULY 10, 2007

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TITLE 5: 58004

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It shall be the policy of the Sonoma County Junior College District to maintain an attendance policy and procedures consistent with State and local requirements.

1. Attendance

- a. Students are expected to attend all sessions of the course in which they are enrolled.
- b. Any student with excessive absences may be dropped from the class.

2. Excessive Absence Defined

- a. A student may be dropped from any class when that student's absences exceed ten percent (10%) of the total hours of class time.
- b. Instructors shall state in each course syllabus what constitutes excessive absence for that course.

3. Excused vs. Unexcused absences

- a. Unless state or federal law requires that the absence be deemed excused, no instructor shall be required to make a distinction between excused and unexcused absences.
- b. If individual Instructors wish to distinguish between excused and unexcused absences the instructor shall state in each course syllabus all criteria for any excused absences in addition to those required by state or federal law.

4. Nonattendance

- a. Students who fail to attend the first two class meetings of a full semester course, or the first class meeting for classes that meet once a week, may be dropped by the instructor.
- b. Faculty are required to drop all No-Show students by the Census Date of each census course. A No-Show is an enrolled student who has not attended any class meeting of the course at any time, or who has not contacted the instructor to make arrangements to remain enrolled in the course.