

GRAYS HARBOR COLLEGE
Administrative Procedure

Subject: CLASS ATTENDANCE

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Administrative Procedure Number: 407.02
Date adopted: 2/19/04 Revision Date: 4/19/07

It is essential that students attend the first sessions of their courses. If a student knows that he or she will be unable to attend due to an emergency or scheduling conflict of a serious nature, (s)he should contact the instructor.

Students who do not attend class the first and second day of the quarter may be administratively withdrawn if:

- the student has not contacted the instructor and
- the instructor has not been able to contact the student.

Students who do not attend the first three sessions may be withdrawn with no requirement that the instructor attempt to contact them.

In those cases where professional-technical faculty, prior to the start of the quarter, have advised their students (orally and/or in writing) of the consequences of not attending the first hours of class, students may be dropped for non-attendance on the first day.

A student is expected to attend all class sessions of each course for which (s)he is registered; failure to do so may result in lower grades.