

MEMORANDUM

DATE: August 21, 2015
TO: Florida Atlantic University Faculty
FROM: Gary Perry, Provost and
Vice President for Academic Affairs



SUBJECT: Policy on Student Absences (Revised)

Many of our students contribute significantly to the life of the University in venues outside as well as inside the classroom. In an attempt to recognize and balance these important contributions with the expectation that students fully participate in their scheduled university classes, the University developed a long-standing attendance policy which is in the University Catalog. Students are responsible for notifying faculty members of anticipated legitimate absences (or as soon after the absence as possible) and arranging to make up all work missed. In addition to absences for such personal reasons as illness, family emergencies, military obligations, or court-imposed legal obligations, there may also be absences for "university-approved" reasons such as participation in athletic or scholastic teams, musical or theatrical performances, and debate activities.

All faculty members must allow students who miss class for a university-approved reason the opportunity to make up work missed with no penalty to the student.

This policy is intended to treat as fairly as possible those students with multiple university obligations. If you have any questions or concerns about this policy, you may wish to address them through the university faculty governance structure. I recognize the additional work this policy occasionally places on faculty members and thank you for your help and assistance.

Cc: Diane Alperin, Vice Provost
Academic Affairs