

Policy S-6
FLORIDA STATE UNIVERSITY
COLLEGE OF NURSING

TITLE: CLASS ATTENDANCE

POLICY: Per University Bulletins.

Required First Day Attendance Policy: University-wide policy requires all students to attend the first class meeting of all classes for which they are registered. Students who do not attend the first class meeting of a course for which they are registered will be dropped from the course by the academic department that offers the course. This policy applies to all levels of courses and to all campuses and study centers.

Class Attendance: All students are expected to abide by the class attendance policy set forth by the instructor in each class.

When possible, students also must provide advance notice of absences as well as relevant documentation regarding absences, to the instructor as soon as possible following the illness or event that led to the absence.

Any arrangement to make up work because of class absence is the responsibility of the student. The instructor, who will explain the evaluation (grading) statement at the beginning of the term, determines the effect of absences upon grades.

Ultimately, the authority for deciding whether the student is excused for medical reasons rests with the instructor.

Excused absences include documented illnesses, deaths in the family, call to active military duty or jury duty, religious holy days, official University activities and other documented crises. These absences will be accommodated in a way that does not arbitrarily penalize students who have a valid excuse. Consideration will be given to students whose dependent children experience serious illness.

Additional College of Nursing Requirements:

The FSU College of Nursing's curricula are developed to provide the number of theory and clinical hours required by the Florida Board of Nursing. Any required hours lost due to absence must be completed by the student within the duration of the course. The inability of a student to complete the hours within the allotted time may result in a revision of the student's academic map.

Student absences are to be documented by the instructor including

documentation of how the content or clinical missed will be made up. This documentation should go into the student's file and a copy sent to the Assistant Dean for the Undergraduate or Graduate Program.

Absences or requests for absence that are beyond those identified as excused by the university or include absences longer than two consecutive days are to be handled by the Assistant Dean for the Undergraduate or Graduate Program.

RATIONALE: The College of Nursing requires a minimum number of theory and clinical hours.

Approved:
Faculty: 10/20/17 1/24/2020
Dean: 1/24/2020