

**CHARLESTON SOUTHERN UNIVERSITY
OFFICE OF THE REGISTRAR
MANUAL OF ACADEMIC POLICIES & PROCEDURES**

TITLE	NUMBER	PAGE	DATE OF INCEPTION
EXCESSIVE ABSENCES	R-10	1 of 2	March 15, 1993

Purpose: To remove students from class when they have exceeded the number of allowed absences for a class. Required for **all** 100 and 200 level courses; however, professors of 300 and 400 level courses may elect not to enforce the following attendance policy. In those or any other course no other attendance policy may be substituted for the CSU attendance policy except for courses in those programs granted exceptions due to accreditation and/or licensure requirements. In all courses of every level, attendance must be taken until the "NA" (never attended) report is submitted to the Registrar. See Policy GR 101 for graduate attendance.

Instructors/professors will automatically drop students from class and assign the grades of "FA" (Failure for Absences) when students have missed 25% of the class meetings (excluding the Final Exam Period).

The following identifies the number of absences upon which a student will have missed 25% of the class meetings and will receive the grade of "FA" (except Bridge Program courses listed separately below).

FA Policy for In Person Classes:

FA Policy for the Bridge Program Classes

For Mathematics 099, English 099, and all companion courses including GNED 107 (College Reading and Study Skills), the following policy regarding absences apply:

FALL and SPRING (14-week sessions)

Classes meeting five times per week – 11
Classes meeting four times per week – 9
Classes meeting three times per week – 7
Classes meeting two times per week – 5

SUMMER I & SUMMER II (7-week sessions)

Classes meeting five times per week – 6
Classes meeting four times per week – 5
Classes meeting three times per week – 4

FA Policy for Asynchronous Online Classes:

Attendance in online classes is defined as participation in academic activities beyond simply logging in.

Academically related activities include, but are not limited to:

- physically attending a class where there is an opportunity for direct interaction between the instructor and students.
- submitting an academic assignment.
- taking an exam, an interactive tutorial or computer-assisted instruction.
- participating in an online discussion about academic matters or
- initiating contact with a faculty member to ask a R1a5-a oith aade m (a)-8 cthm