Undergraduate Attendance Policy

University policy requires students to attend at least 3/4 of the scheduled class meetings (excluding the final exam) in a course. Students who are absent for any reason from more than 1/4 of the scheduled class meetings cannot receive a passing grade from the instructor of the course regardless of course average. During the regular academic year, the maximum number of absences for a 3 SH course are calculated according to University policy as follows:

- Classes meeting 3 times a week (MWF) ............ 10 absences
- Classes meeting 2 times a week (T TH) .......... 7 absences
- Classes meeting 1 time a week ..................... 3 absences

Within these limitations instructors determine attendance policies for their classes, with the approval of the Program Chair, Dean of the Division, and the Vice President for Academic Affairs.

Graduate Attendance Policy

Added October 2011

Students are expected to attend classes regularly. Instructors, as well as departments or degree programs, may establish specific attendance requirements in conjunction with The Pfeiffer University Attendance Policy. University policy requires students to attend at least ¾ (75%) of scheduled class meetings (excluding final exams) in a course. Students who are absent for any reason for more than ¼ (25%) of the scheduled class meetings cannot receive a passing grade, regardless of course average. It is the student's responsibility to ascertain the effect attendance may have on the grade in a course. Students receiving financial aid must be certified as attending classes regularly to maintain their eligibility. Student attendance in online courses is defined as active participation in the course as described in the individual course syllabus. Online courses will, at a minimum, have weekly mechanisms for student participation, which can be documented by any or all of the following methods:

- Completion of tests
- Submission/completion of assignments
- Communication with instructor

Students who fail to maintain active participation in an online course as defined in the course syllabus will be processed in accordance with the College's current attendance policy.