

**Statement of Policy on Student Absence from Class
While on University Sponsored Travel**

Students, including Graduate Assistants, participating in official university sponsored events, i.e., athletic teams; forensic tournaments, music performances, etc. may not be penalized for absence caused by their participation. Neither can such participation be a cause for discrimination by a faculty member in regard to grades or class status. Nor, may a student be "invited out" of registering for a course because of such participation. Absences from class for these kinds of events are essentially excused absences.

If such an absence or absences are going to occur, the faculty member should be notified in advance of the absence. Notification should preferably come from the coach or faculty advisor. In the event of an athletic schedule which is set at the beginning of the season, simply giving the faculty member a copy of the schedule is insufficient and should be accompanied by communication in advance of each absence.

Students on the other hand, are required to complete all assignments in a timely manner as specified in the course syllabus just as any other student. Where attendance and participation is required as in practicum and internships, the student will be required to schedule additional time to compensate for the time missed. In cases where university sanctioned team events conflict with test dates during the term, faculty members are to make reasonable arrangements for either make-up or early examinations. However, changing final exam dates is not considered a reasonable accommodation, except in circumstances beyond the student's control (required participation, post season competitions).

In addition, coaches and directors are routinely expected to ascertain the academic status of students during the academic term to help head off academic difficulties.

It has been a practice of some instructors to make accommodations for the students of other faculty colleagues, i.e. students who take special trips, etc., as part of courses in which trips are not university sponsored team or group activities. Such accommodations are not required but are made as a matter of collegial courtesy.