

POLICY

Ocean County College recognizes that students must maintain consistent class attendance in order to obtain the maximum benefit from educational opportunities. Class attendance ensures educational growth; ideas and concepts, knowledge, social development, and success are derived from the interaction of students and faculty.

Ocean County College recognizes that students will experience situations in life that may cause them to be absent.

ADOPTED: June 28, 2018

Revised: August 22, 2019

PROCEDURE

- A. All teaching personnel who choose to include value for attendance in their course grading scheme must include their attendance requirements in course syllabi, and the attendance requirements must be announced at the first class meeting of each course.

- B. For all teaching personnel who choose to include value for attendance in their course grading scheme, excused absences are considered for the reasons listed below. Classwork and examinations missed due to excused absences must be made up as required by the instructor.
 - 1. Religious obligation or observance over the course of the term when submitted in writing to the instructor during the first week of class.
 - 2. Participation in College-sponsored events or activities, such as intercollegiate athletics or course trips.
 - 3. Active and reserve military training, jury duty, and subpoenas.
 - 4. Documented illness.
 - 5. In accordance with the Americans with Disabilities Act of 1990 (ADA), as amended, disability-related excused absences with proper notification from the Office of Disability Services.

- C. Students who are pregnant or in the first six weeks of parenting following a birth may miss class for medical reasons and will be given the opportunity to make up work they missed without penalty, as required by the federal regulations outlined in the Education Act of 1972, Title IX (Sex Discrimination).

- D. If students anticipate missing more than one week of classes for serious illness or confidential/sensitive personal reasons, the instructor should be informed as soon as possible.

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