

**Southern Illinois University  
School of Law**

**Rules Relating to Attendance**

[Rules III.5(f)–(g); excerpted from  
School of Law Rules for AY 2018-2019]

**ARTICLE III - ACADEMIC REGULATIONS**

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**5. Course and Degree Requirements**

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- (f) Regular Attendance. Regular attendance to class meetings in all courses is expected and required of all students in accordance with the rule to be announced by the Instructor at the beginning of each course. Unless the instructor has announced a rule allowing fewer absences, or except for extraordinary circumstances, however, a student enrolled in a first-year course may not accumulate class hour absences in excess of twice the credit hours in any particular course during the term, and a student enrolled in any other course may not accumulate class hour absences in excess of three times the credit hours in that course during the term. Class hours will be calculated on a fifty minute basis. Absent agreement of the instructor, missing all or part of a class counts as missing all of the class minutes for that class. Attendance will be taken in class and attendance records will be kept for one year. Violation of this attendance rule shall subject the student to the penalties of section (g) below. Upon the recommendation of the Instructor involved, the Dean or Associate Dean may waive violation of this rule for extraordinary circumstances.
- (g) Sanctions for Failure to Attend
- (i) Non-required Courses. Upon the student's failure to attend class in accordance with the attendance rules in a non-required course the Instructor will advise the Associate Dean of this fact. The Associate Dean will then withdraw the student from that course, except as provided in (iii) below.
- (ii) Required Courses. Upon a student's failure to attend classes in accordance with the attendance rules in a required course the Instructor will advise the Associate Dean of this fact. In the discretion of the Associate Dean, upon the recommendation of the Instructor, the student will be given either a

“W” or the lowest possible grade., except as provided in (iii) below.

- (iii) Optional Sanction for Failure to Attend. Notwithstanding sections 5(g)(i) and 5(g)(ii), a student who has accumulated absences in excess of the allowable number shall have the option, with the consent of the Instructor, of remaining in the course and having the student’s final grade for that course reduced by three tenths of a point (on the 0.0 to 4.0 grading scale), for each additional absence in excess of the allowable number. These additional absences may not exceed the number of credits of that course. In the event the student accumulates an excess additional absence, the sanctions of section 5(g)(I) or 5(g)(ii) shall apply. Exercise of this option may result in a failing grade.

Examples of sanctions for additional absences:

- a. John Smith is enrolled in Contracts I, a required three-hour class that meets for fifty minutes three times a week. The Instructor announces that the maximum number of allowable class hour absences in the class is six.
- i. John Smith misses seven classes. If Smith obtains the consent of the Instructor, he may accept a reduction in his final grade of three tenths of a point. If he does not choose to accept such a reduction in grade or the Instructor does not consent, he will be withdrawn from the class or will be given the lowest possible grade pursuant to section 5(g)(ii).
- ii. John Smith misses nine classes. If Smith obtains the consent of the Instructor, he may accept a reduction in his final grade of nine tenths of a point. If he does not choose to accept such a reduction in grade, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(ii).
- iii. John Smith misses ten classes. At this point, Smith loses his opportunity to accept a grade reduction sanction and he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(ii).
- b. John Smith is enrolled in Contracts I, a required three-hour class that meets for fifty minutes three times a week. The Instructor announces that the maximum number of allowable class hour absences in the class is three.
- i. John Smith misses four classes. If Smith obtains the

consent of the Instructor, he may accept a reduction in his final grade of three tenths of a point. If he does not choose to accept such a reduction in grade or the Instructor does not consent, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(ii).

- ii. John Smith misses six classes. If Smith obtains the consent of the Instructor teaching the course, he may accept a reduction in his final grade of nine tenths of a point. If he does not choose to accept such a reduction in grade, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(ii).
  - iii. John Smith misses seven classes. At this point Smith loses his opportunity to accept a grade reduction sanction and will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(ii).
- c. John Smith is enrolled in Family Law, a non-required three-credit class that meets twice a week for 75 minutes. The Instructor announces that the maximum number of allowable class hour absences in the class is nine, which translates into six 75 minute classes.
- i. John Smith misses seven 75 minute classes. If Smith obtains the consent of the Instructor, he may accept a reduction in his final grade of three tenths of a point. If he does not choose to accept such a reduction in grade or the Instructor does not consent, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(ii).