

Southern Illinois University School of Law Rules Relating to Attendance
[Rules III.5(f)-(g); Excerpted from the School of Law Rules for AY 2024-2025]

ARTICLE III – ACADEMIC REGULATIONS

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5. Course and Degree Requirements [amended 5/11/10; 5/5/11; 12/22; 5/13/24]

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(f) Regular Attendance. In accordance with ABA Standard 308(a), the right to take exams, as well as the privilege of continuing as a student at the School of Law, is conditioned on regular attendance and satisfactory completion of coursework. 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. The attendance requirement is not subject to modification by a professor, nor may a professor excuse an absence. If the absences allowed under this provision have been exhausted, the Associate Dean for Academic Affairs may grant leave and relief from the regular attendance requirement in extraordinary circumstances, including but not limited to: (1) military service; (2) representing the law school at a moot court, mock trial, law review, or official function; (3) jury duty; (4) religious observances; (5) the birth of a child; (6) the death of an immediate family member to include grandparents; (7) major non-elective surgery or a prolonged hospital stay; or (8) to comply with federal or state antidiscrimination laws, other applicable laws, or SIU policies. Students must provide proof of the reason for the absence. The Associate Dean for Academic Affairs may consider the reasons why a student exhausted their absences prior to seeking leave, as well as whether the number of classes missed impairs the student's ability to learn the course content. The Associate Dean for Academic Affairs will not grant leave from the rules requiring regular attendance unless the request shows extraordinary circumstances or an unavoidable circumstance. If leave is not granted, the Associate Dean for Academic Affairs will discuss with the student options for withdrawing from a course and retaking in a future semester. [amended 4/19/11; 11/18/22; 5/13/24]

(g) Sanctions for Failure to Attend

- (i) 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 for Academic Affairs and Student Compliance of this fact. In the discretion of the Associate Dean for Academic Affairs and Student Compliance, upon the recommendation of the Instructor, the student will be given either a "W" or the lowest possible grade, except as provided in (ii) below. [amended 11/18/22; 12/11/23]
- (ii) Optional Sanction for Failure to Attend. Notwithstanding sections 5(g)(i), 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 or by one step on the letter scale (e.g., "A" to "A-"; "C-" to "D+"), 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) 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. [amended 4/19/11; section references amended 12/11/23]
- 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)(i).
- 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)(i).
- 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)(i).

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. [amended 4/19/11; section references amended 12/11/23]

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)(i).

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)(i).

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)(i).

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. [added 4/19/11 section references amended 12/11/23]

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)(i).

(h) Minimum Hours Enrollment per Semester. Full-time students must enroll for a minimum of 12 hours each semester except the semester of their graduation. If for any reason the student withdraws or is withdrawn from a course that would cause

the student to drop below 12 hours, the student will receive the lowest possible grade in that course unless the Associate Dean for Academic Affairs and Student Compliance determines that the circumstances warrant a “W.” [amended 11/18/22]

- (i) Deadline for Program Changes. Any program change initiated by the student (such as withdrawal from a course, or changing to an audit, etc.) must be made by the latest time authorized by the University.
- (j) Timing of Required Courses. A first-year student, unless admitted as a part-time student, must take all required first-year courses offered each semester. All law students must take Constitutional Law no later than their fourth full semester, except those students who intend to graduate after five full semesters, who must take Constitutional Law no later than their third full semester. If the Associate Dean for Academic Affairs and Curricular Development determines that circumstances otherwise warrant, however, the Associate Dean for Academic Affairs and Curricular Development may permit a student to deviate from this Rule III.5(j). [amended 2/27/15; 11/18/22]
- (k) Retaking Courses. Except as provided in Rule III.2(e)(i)(C), a student who has failed a required course must retake that course in order to meet the degree requirements stated in Rule III.5(a) of these rules. If the course the student failed is subsequently removed from the catalog or no longer offered in the same format, the Associate Dean for Academic Affairs and Curricular Development will designate a course, or combination of courses, that the student must take to meet the degree requirement. The student must enroll in that course no later than the next full semester it is offered. A student who has failed a non-required course may retake it. Except as provided herein, a student will not be permitted to repeat any course. [amended 5/17/21; 11/18/22]
- (l) Prerequisites/Corequisites.
 - (i) Any prerequisites or corequisites to a course shall be indicated in the description of that course filed with the Registrar.
 - (ii) At the discretion of the instructor, a student may be allowed to take a course even though the student has not completed the prerequisite or enrolled in the corequisite.