

BLINN COLLEGE ADMINISTRATIVE REGULATIONS MANUAL

SUBJECT: *Student Attendance and Class Participation*

EFFECTIVE DATE: December 20, 2021

BOARD POLICY REFERENCE: FC(LLOCAL)

PURPOSE

The Blinn College District believes that class attendance is essential for student success; therefore, students are encouraged to promptly and regularly attend all their classes. Each class meeting builds the foundation for subsequent class meetings. Without full participation and regular class attendance, students may find themselves at a severe disadvantage for achieving success in college.

CLASS PARTICIPATION

Class participation shall constitute at least ten percent, but no more than twenty percent, of the final course grade. It is the responsibility of each faculty member, in consultation with the academic dean, to determine how participation is achieved in their class.

ATTENDANCE EXPECTATIONS

Attendance expectations for each class will be determined by the faculty with details outlined in the course syllabus. Faculty will continue to record student class attendance through the Census date as per the Admissions and Records reporting schedule. It is the student's responsibility to attend class and participate in graded activities. Should a student decide to no longer attend class, it is their responsibility to withdraw from the course. Failing to withdraw from a course in a timely manner may result in the student earning a final grade of 'F' in the course. For additional information regarding withdrawal from a course, please see Board Policy [ECC\(LLOCAL\)](#).

There are four forms of excused absences recognized by the institution:

1. Observance of religious holy days—Sec. 51.911(b), Texas Education Code. An institution of higher education shall excuse a student attending classes and/or required activities, including examinations, for the observance of a religious holy day. A student whose absence is excused under this section may not be penalized for that absence and shall be allowed to take an examination or complete an assignment. The student should notify their instructor(s) not later than the 15th day of the semester concerning the specific date(s) that the student will be absent for any religious holy day(s).
2. Representing the Blinn College District at an official institutional function. If a student is asked by the Blinn College District to be an official representative of the Blinn College District at any function approved by the institution, the student shall be excused from any classes missed and must be allowed to complete all work without penalty for that absence(s) in a timely manner as directed by the faculty member.
3. A high school student representing the independent school district at an official institutional function. If a high school student is asked by the independent school district to be an official representative of the school district at any function approved by the institution, the student shall be excused from any class missed and must be allowed to complete all work without penalty for the absence(s) in a timely manner as directed by the faculty member.
4. Military Service—Sec. 51.911(d), Texas Education Code; 19 Administrative Code 4.9. Students serving on active duty and are called with the Armed Forces of the United States, shall be excused from attending classes and allowed to complete an assignment or take an examination from which the student is excused within a reasonable time after the absence.

Other documented absences may be excused at the discretion of the faculty member.

DEVELOPMENTAL COURSES AND OTHER PROGRAMS

Developmental courses and programs governed by accreditation or certification standards may have different attendance requirements. Students in these courses and/or programs should refer to the course syllabus for detailed information on attendance policy.