

Cheyney University Policy Number AA-2010-1003

Policy on Class Lists and Attendance

Approved by: President's Cabinet/ Academic Affairs Council

History: Revised - 2-17-2009

Additional History - n/a

Related Policies: n/a

Additional References: n/a

A. Purpose

The purpose of this policy is to define the student class attendance policy.

B. Scope

This policy applies to all courses and all faculty members.

C. Key words and phrases:

None.

D. Policy & Procedure(s)

In the first class meeting of the semester, faculty members are to make every effort to verify that Students in their classes are validly registered. Faculty members are to refer any students who are not validly enrolled to the Registrar's. Any student identified as one who has not paid tuition or gained deferment of financial obligations may not continue to attend class until such time as proof of enrollment is obtained.