

Attendance and Discipline

Attendance

Online students are required to be active and participate academically in the online classroom on a weekly basis. Students who fail to access the online classroom and participate for more than fourteen (14) calendar days without prior instructor approval **will be administratively withdrawn** from the university.

Students who are unable to maintain weekly participation in the online classroom due to an expected absence are required to notify their instructor in advance of the absence.

Academic participation includes activities such as posting to a discussion board, submitting a homework assignment, engaging in an email conversation about the class and/or assignments, participating in a conference call regarding course materials or group study/projects, and completing an exam. Activities that do not constitute academic participation include logging in to the classroom, emailing the professor about grades, counseling related to academic progress in the course or program, communicating via email with the student services, financial planning, bursar, or other university staff.

Discipline

A student's online behavior is expected to be professional, ethical, and in compliance with university rules and regulations.