

Policy on Attendance and DN

Policy Owner	University Council
Policy Author	University Council
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Issuing Authority	University President
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Circulation	All Deans, All Faculty, All Students.
Effective Date	Start of Spring Semester 2024/2025 (12 th January 2025)
History	<p>The Policy was reviewed and updated by the UC on 18th December 2024.</p> <ul style="list-style-type: none"> - <i>The council agreed to revoke the DN removal appeal clause.</i>

Policy on Attendance and DN

Policy

This policy clarifies the rules and regulations associated with attendance and dismissal from a course for failure to meet YU attendance requirements.

Introduction

This policy clarifies who is responsible for the enforcement of attendance at YU.

Policy Content

Attendance and Punctuality are required for all YU classes. Faculty will record all absences faithfully and daily in the Edugate system.

Attendance should be taken as soon as the class begins. Students should be given 10-minutes of the class time as a grace period after which they should NOT be permitted to enter the classroom and should be counted absent, and if any student who leaves class early will be counted Absent as well.

Once a student is recorded absent for **20%** of the attendance period in any course, the student will be dismissed from the course and sent a strongly worded text message and email advising him/her that s/he has earned a DN. Once a student receives a DN notification, s/he will be removed from the course. No way a student can appeal a DN grade.

Exceptions

The University Council reserves the right to decide on any situation/circumstance outside of the conditions stated in this policy.

Authorization

This policy was authorized by:



University President

Date: 19-12-2024