



## **GRADUATE ATTENDANCE AND PARTICIPATION POLICY ADDENDUM, 2023-2024**

Students are expected to contribute to the learning environment of their courses and to fulfill their academic responsibilities through active participation in the learning process.

Students should check each course syllabus to determine the specific participation standards for each course. Students who do not meet the attendance and participation standards may receive a lower grade and/or lose financial aid funding. Students are reminded that final grades are determined by performance of course requirements, including attendance and participation.

Solely logging into an online course does not demonstrate academic attendance and/or participation. "Attendance" in online courses, or a week in a course where the student opts to attend online, is determined by the student's participation in the course. Participation in online courses may include the following academic activities: attending a synchronous session, initiating contact with a faculty member to ask a course related question, submitting an assignment, taking an exam, contributing to threaded discussions, or participating in a chat.

Peirce College is committed to creating a safe and secure virtual learning environment for students, faculty, and staff. Students who fail to identify themselves on admission to a live synchronous session may be dismissed from the session by the instructor or facilitator.

Given the learning environment of online courses, even in situations where a student is not "absent" in the traditional sense, it is the student's responsibility to contact the professor regarding situations that may prevent the student from fully participating as required.

Students who stop participating and/or attending courses may be considered unofficially withdrawn and, therefore subject to the Return to Title IV Calculation (R2T4). For more information, please review the Drop/Add, Withdrawal, and Unofficial Withdrawal policies. Students are responsible for making up any missed assignments when the instructor permits.

Students who are receiving educational benefits through the Department of Veterans Affairs who are expecting to receive full housing benefits/tuition assistance are required to attend Peirce Fit classes on campus for the entire period for which the assistance is awarded. To comply with the Department of Defense policy, any unearned tuition assistance (TA) funds on a proportional basis through at least the 60 percent portion of the period for which the funds were provided to the military Service Branch must be returned. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. For information regarding when a military priority arises and your attendance may be impacted see the Military Personnel policy found in Academic Information and Policies section. VA students enrolled under any other Chapter are eligible to

participate in the Peirce Fit delivery, on campus and/or online. For an explanation of military benefits, contact your Admissions Advisor or Faculty Advisor.

<b>15-week Course Withdraw submitted</b>	
<b>Withdraw Period</b>	<b>% Returned</b>
Before or during weeks 1-2	100% return
During weeks 3-4	90% return
During weeks 5-6	75% return
During weeks 7-8	50% return
During weeks 9	40% return (60% of course is completed)
During weeks 10-15	0% return

<b>8-week Course Withdraw submitted</b>	
<b>Withdraw Period</b>	<b>% Returned</b>
Before or during week 1	100% return
During week 2	75% return
During weeks 3-4	50% return
During week 5	40% return (60% of course is completed)
During week 6-8	0% return

Graduate International students, who are on an F-1 Visa, are required to attend full-time (9 credits) in fall and spring terms: 6 of 9 credits are required to attend on campus classes. In the summer term, International students may attend classes online and/ or on campus.