

ALL STUDENTS

ATTENDANCE AND PARTICIPATION

Student participation is an essential part of the instructional process. 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. Regular and punctual class attendance is required of all students in all courses. Attendance and participation policy is tracked on a weekly basis. 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.

It is the student's responsibility to contact the instructor when the student anticipates being absent or late for class. If the student arrives after the class has begun, it is the student's responsibility to inform the instructor for the purpose of confirming attendance. The student is responsible for making up missed assignments when permitted by the instructor.

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: 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.

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 Students who stop participating and/or attending courses may be considered unofficially withdrawn and, therefore subject to the Return to Title IV Calculation (R2T4).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 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. 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 enrollment representative or academic advisor.

15-week Course Withdraw submitted	
Withdraw Period	% Returned
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

8-week Course Withdraw submitted	
Withdraw Period	% Returned
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

Undergraduate International students, who are on an F-1 Visa, are required to attend full-time (12 credits) in fall and spring terms. Undergraduate International students are required to attend and participate fully on campus for 3 out of 4 Peirce Fit courses taken per term. 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 Peirce Fit classes on campus. In the summer term, International students may attend classes online and/or on campus.