



**Additional Attendance Provisions for the
Autumn in London Program**

(Note: These provisions *are in addition* to those contained
in regular attendance policy.)

- A. General Provisions:** The additional provisions listed in this section apply to students enrolled in the Autumn in London Program.
- Dean's designees:** The Academic Resident Director of the Autumn in London Program, the Associate Dean for International Programs, the Associate Dean for Academics, the Dean, or another individual authorized by the Dean, may authorize extraordinary absences for students in the Autumn in London Program under the provisions of the College of Law's Enrollment, Attendance and Withdrawal Policy.
 - Order of contact:** A student who misses a class session, or finds himself or herself unable to attend a class or portion of a class, should contact one of the following administrators — in the order listed — as soon as feasible: Academic Resident Director of the Autumn in London Program, the Associate Dean for International Programs, the Associate Dean for Academics, or the Dean. A student should contact one of the other administrators only if the Academic Resident Director is not available.
 - Timing of contact:** Whenever feasible, the student should contact the Academic Resident Director before class, not after a class session has been missed.
 - Contagious illness:** We encourage students to contact the Academic Resident Director before attending class when the student believes or has been informed that he or she has a contagious illness. We will make reasonable efforts to work with students who experience short illnesses and cannot attend class for that reason.
 - Documentation:** The College of Law reserves the right to request documentation from a medical professional to confirm an illness or suspected illness.
 - Discretion:** The Academic Resident Director, the Associate Deans, or if necessary, the Dean or the Dean's designee, have discretion to consider all relevant factors and determine the number of reasonable absences — if any — for a particular course.

7. **Consultation and exclusion:** The Academic Resident Director normally will consult with the Associate Deans and the course professor before deciding whether to exclude a student from the remainder of the course or from the final examination or project.
- B. Condensed Courses:** Because of the short duration and intensive nature of condensed courses offered in the Autumn London Program, the College of Law's Enrollment, Attendance and Withdrawal Policy does not apply to those courses. Students are not permitted to miss any class sessions or class hours without the written permission of the Academic Resident Director, the Associate Dean for International Programs, or the Associate Dean for Academics. A student who misses any class sessions — or any portion of a class session that exceeds 45 minutes — may be excluded from sitting for the final examination, completing a final project, and/or receiving a grade in or credit for the course. The General Provisions in Section A will be used in making decisions regarding possible exclusion.
- C. Visa Status:** Students are advised that a failure to attend at least 10 regularly scheduled classes in the Autumn in London Program may jeopardize their visa status and ability to remain in the United Kingdom.

Approved by the faculty on December 8, 2010; revised by the faculty on March 16, 2011.