CAPILANO UNIVERSITY	POLICY		
Policy No.	Officer Responsible		
S1990-01	Senate		
Policy Name			
Attendance			
Approved by	Replaces	Category	Next Review
Senate	EC1990-01		
Date Issued	Date Revised	Related Policies, Reference	
March 1990	May 2010		

Regular class attendance, and participation in course activities and assignments, is expected and likely essential to successfully achieving the course learning outcomes. Students are responsible for any and all content and instructions communicated during scheduled classes, in course handouts, and (if applicable) via course email and web sites. In cases where participation by all students is essential for conducting the planned instructional activities, attendance may be mandatory. In all cases, the attendance expectations and any penalties for missing instructional activities shall be clearly articulated on the course outline.