

**Indiana University  
Purdue University  
at Fort Wayne**

**Educational Policy Committee**

To: Fort Wayne Senate  
From: Educational Policy Committee  
Date: October 31, 1994  
Subject: Amendment of the Academic Regulations--Class Attendance  
Disposition: To the presiding officer for implementation

**Whereas, a number of agencies and organizations offer financial assistance to IPFW students, and**

**Whereas, these sponsors sometimes require reports of student class attendance,**

**Be It Resolved, that the Academic Regulations be revised as follows:**

- CURRENT 3.9** Every student is expected to attend every meeting of the classes for which the student is enrolled. Work missed during absences may be made up with the instructor's permission. At the beginning of the academic session, each instructor shall make a clear statement to all students regarding the instructor's policy for handling absences. Any student who discontinues class attendance and does not meet course requirements shall receive a grade of F for unauthorized withdrawal.
- NEW 3.9.1** Students who must report their class attendance in order to satisfy requirements of financial-aid sponsors are obligated to present the sponsor's certification form to each instructor.
- NEW 3.9.2** Each instructor will certify that student's attendance by completing the form.
- NEW 3.9.3** Unless a prior agreement has been made by the instructor with the student, no instructor will be obligated to certify student attendance for more than the most recent class.
- CURRENT** A student may not attend any class before completing official registration procedures, after withdrawing from the class, or after the registration has been canceled. An instructor who discovers an unregistered student in a class should discuss the problem with the student and notify the Registrar's Office if the problem is not promptly resolved.