1. Attendance Policy
   1. Time missed for an unexcused absence cannot be made up; prep and participation points linked to the activity will be forfeited and a percentage penalty will be applied to the student’s final course grade. The following situations are not considered extraordinary circumstances: work responsibilities, employment interviews, personal vacations, family or personal events other than those listed above. In addition, students may earn unexcused clinical absences for
      a) failing to notify instructor of intent to be absent 1 hour prior to start time.
      b) arriving after the designated start time on 2 occasions (2 tardies = 1 unexcused absence).
      c) missing clinical for **expired** clinical health requirements.
      d) arriving unprepared as directed by course requirements or instructor.