

PROPOSAL

(Remove the ~~red wording~~. Add the [blue wording](#).)

SR 5.2.4.2 (Excused Absences)

5.2.4.2 *Excused Absences* [US: 11/11/85; 2/9/87; 4/12/2004]

A student shall not be penalized for an excused absence. The following are defined as excused absences:

- A. *Significant illness. [...]*
- B. *The death of a member of the student's household (permanent or campus) or immediate family....*
- C. *Trips for members of student organizations sponsored by an educational unit, trips for University classes, and trips for participation in intercollegiate athletic events, including club sports registered with the university as well as varsity sports. [...]*
- D. *Major Religious Holidays. [...]*
- E. *Any other circumstances which the Instructor of Record finds reasonable cause for absence. [US: 4/23/90]*

Students missing any graded work due to an excused absence bear the responsibility of informing the Instructor of Record about their excused absence within one week following the period of the excused absence (except where prior notification is required), and of making up the missed work. The Instructor of Record shall give the student an opportunity to make up the work and/or the exams missed due to an excused absence, and shall do so, if feasible, during the semester in which the absence occurred. [US: 11/10/85 and SREC: 11/20/87]

The instructor shall provide the student with an opportunity to make up the graded work (e.g., quiz, exam, homework, etc.) and may not simply calculate the student's grade on the basis of the other course requirements, unless the student agrees in writing. [SREC: 8/20/87; US: 2/8/16]

If an attendance policy is not stated in the course syllabus and attendance is not a criterion for a grade in the course, then the Instructor of Record shall not take any account of a student's excused or unexcused absences ~~from class~~ when assigning a grade. [US: 2/8/16]

If the course syllabus defines either policies that require ~~class~~ attendance or a grade standard that determines a student's grade based in part on ~~class~~ attendance, the following rules apply:

- *Excused Absences: If a student has excused absences in excess of one-fifth of the ~~class~~ contact hours for that course, the student shall have the right to petition for a "W" as a Permissive Withdrawal (SR 5.1.8.3), or the Instructor of Record may award an "I" for the course if the student declines to petition for a "W" [US: 2/9/87; SREC: 11/20/87; US: 2/8/16].*
- *Unexcused Absences: The Instructor of Record shall define any course policy relating to unexcused absences in the course syllabus. If a policy is not stated in the course syllabus or the policy does not allow for a penalty to the student, the Instructor of Record shall not penalize the student for any unexcused absences. [US: 2/8/16]*