



Policy Title
Class Attendance Policy

Policy Number
1-009

Responsible Unit: Office of Academic Affairs	Effective Date: Before 2019
Responsible Official: Vice Chancellor for Academic Affairs	Last Reviewed Date: October 14, 2022
Policy Classification: Academic Affairs	Last Revised Date: October 14, 2022
	Origination Date: Before 2019

I. Policy Purpose

The purpose of this policy is to inform Southern University Law Center (SULC) faculty and students of the minimum number of classes that a student must attend and the daily preparation required for a course in order for the student to receive a passing grade in the course.

II. Policy Scope

This policy applies to faculty and students.

III. Policy Compliance

This policy identifies the minimum number of classes that a student must attend and the daily preparation required for a course in order for the student to receive a passing grade in the course.

IV. Policy Definitions

Not applicable.

V. Policy Development and Implementation Procedure

The policy was created by the SULC faculty to establish the minimum number of classes that a student must attend and the daily preparation required for a course in order for the student to receive a passing grade in the course. The Vice Chancellor for Academic Affairs will be charged with implementing and enforcing this policy.

VI. Policy and Applicable Procedures

Regular class attendance and adequate daily preparation for a class are mandatory for all students. Attendance of eighty (80) percent of the scheduled classes is a prerequisite for credit in a course. Except as detailed below, students who do not attend 80 percent of the scheduled classes will be administratively withdrawn from the class. Professors have the discretion to create an attendance policy that requires more than 80 percent attendance.

This policy is subject to and limited by another policy:

The Withdrawal From a Course policy (No. 1-007) provides that students who are withdrawn from a course after the time set for withdrawal from a course will receive a grade of “F” for the course.

If a student is withdrawn from all, or substantially all, of their courses due to excessive absences, then, the student will be academically dismissed from school, irrespective of the student’s cumulative grade point average.

As a matter of SULC policy and because of ABA Standard 310(b), students must devote at least two hours of out-of-class work for every hour of in-class instruction.

VII. Policy History and Review


This policy was created and became effective prior to the implementation of the uniform policy format which was implemented in 2019. The policy was reviewed and updated, on April 28, 2022, to align the policy with Academic Affairs policies 1-007. This policy was reviewed and updated, on October 14, 2022, to include a provision for academically dismissing a student from school if the student is administratively withdrawn from all, or substantially all, of their classes due to excessive absences. The policy is subject to a five-year policy review cycle and shall be reviewed by the Vice Chancellor for Academic Affairs and any changes will be submitted to the faculty for consideration.

VIII. Publication of Policy

This policy is published on the Southern University Law Center website a <https://www.sulc.edu/page/sulc-policies>.

IX. Policy Approval

This policy was approved by the Faculty on October 14, 2022.



John K. Pierre
Chancellor, Southern University Law Center

October 14, 2022
Date