

Attendance

Class and laboratory attendance for first-year students is mandatory. A first-year student will receive a grade of “Y” (failure) whenever the number of unexcused absences in a course exceeds twice the number of weekly class meetings for the course. For students beyond the first year, attendance policies are determined by the instructors of the various courses. The full policy regarding attendance is available under the [Academic Policies](#) section of the Undergraduate Catalog.

Students who need to request an excused absence, for reasons aligned with the University’s list of excused absences only, should complete the required form. If approved, the student’s instructors will be automatically notified of the dates in which the student will be absent.

Students reporting an excused absence should complete the appropriate form. [The form can be found on the Current Engineering Undergraduate Students Intranet site.](#)