

POLICY

In accordance with New Jersey and Title IV regulations, student attendance must be documented in each course for which the student is registered. To be considered in attendance, a student must have attended the class at least once between the first day of class and the census date for the semester or term. A student is considered to be in attendance in an online course after logging in to the course and completing one academically-related course activity.

All teaching personnel are required to submit final class rosters within three days of the census date of the semester or term. The class roster must indicate those students who did not attend class at least once or complete an online academically-related course activity by the census date. Those students who did not attend class by the census date will be marked as non-attending in the course.

ADOPTED: August 22, 2019  
Revised: December 10, 2020