

**WAYLAND BAPTIST UNIVERSITY  
HAWAII CAMPUS  
SCHOOL OF CHRISTIAN STUDIES**

**Wayland Mission Statement:**

**Course Title and Number:**

**Attendance Requirements—External Campuses**

Students enrolled at one of the university's external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the external campus executive director/dean. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university's attendance policy. A student may petition the Academic Council for exceptions to the above stated policies by filing a written request for an appeal to the vice president of academic affairs.

**Additional Hawaii/American Samoa Campus Attendance Statement**

Students who miss the first class meeting without providing a written explanation to the instructor will be automatically dropped from the roster as a "no-show." Students who know in advance that they will be absent from the first class meeting and who wish to remain in the class must inform the instructor in order to discuss possible arrangements for making up absences.

**Professor's Additional Attendance Requirements:**

*In no case will any student who has missed more than 25% of class attendance (i.e., three sessions) be able to pass the course.*

**Disability Statement:****Course Requirements and Grading Criteria:****Attendance/Discussion Board:**




**Academic Honesty**