

Academic Policies and Regulations: Registration, Grading and Cumulative Performance

Attendance Policy

Albertus Magnus College is required to verify the enrollment and participation of students who participate in Federal Title IV student aid programs and/or received educational benefits through alternate funding sources.

Albertus Magnus College has adopted the following attendance policies for the Traditional Undergraduate Program:

- Class attendance will be taken in all courses.
- A student who is absent from class for 14 calendar days from the first day of the semester, never completes an assignment and does not contact the Office of the Registrar will be considered a “no show” and will be administratively withdrawn from the course. The student’s financial aid will be adjusted to reflect eligibility only for those courses attended. A student who has been administratively withdrawn from a course will have the course and all tuition and fees associated with the course removed from their record and a registration hold will be placed on the student's account. A student who is administratively withdrawn will be notified in writing by the Office of the Registrar.
- Instructors have the right to set attendance policies for grading purposes. Instructors may reduce a grade or issue a failing grade in a course based upon a student’s class attendance record.