Please note: NEW FOR 2014-15

Attendance

The following attendance rules apply across all Drama courses:

1. Students must attend ALL scheduled classes.
   a. Field trips, including theatre visits, count as a required session.
   b. There are twenty classes for every course unit (10 for half units). Courses running in one term may have two sessions on the same day. Missing one counts as an absence.
   c. Being more than 20 minutes late or leaving more than 20 minutes early for a class counts as an absence.
   d. If you attend but are unable to contribute because you have not done the required preparation for the session, you may be asked to leave and deemed absent. You must be mentally as well as physically present.

2. The above attendance rules apply PER COURSE, PER TERM (e.g. 100% attendance in the Autumn term does not allow students to cut 4 courses in the Spring).

3. Reading Week is not a holiday. You are expected to attend workshops and tutorials during Reading Weeks. Classes may be rescheduled for Reading Week: all students are expected to attend the rescheduled class. Failure to do so will count as an absence.

4. Your course tutor cannot excuse an absence. Basic courtesy and professionalism require you to inform your tutor of any absences. If extenuating circumstances cause you to miss class, you must complete a leave of absence form and submit it with your documentation to the office.

5. If you miss more than 20% of your classes for any one course unit, you will be invited to a meeting with the Academic Coordinator (Elaine McGirr) and Director of Undergraduate Studies (Emma Cox). If you do not have good cause for your poor attendance, you may be issued a formal warning.