

## Attendance Policy

- Absences from lab must be made up through extra homework.
- The first absence incurs one extra homework problem.
- Any further absences will incur three extra homework problems for each absence occurrence.
- Each of these extra homework problems must be submitted until each is completely correct.
- A deadline will be set for the completion of each extra problem. Failure to meet this deadline will increase the number of problems required.
- Failure to complete all extra homework by the end of the semester will result in a grade of WH until the work is totally completed. (WH's turn to F's if not completed within one year.)
- Every four absences from lecture will count as if it were one lab absence, and lab absence rules will apply.
- Every four tardies (five minutes or more late) to lecture or lab will count as one lecture absence.
- Five unexcused absences from lecture and/or lab will result in a grade reduction of one letter grade. Seven will result in an F for the course.