

## **Attendance**

### *Be on Time and Ready*

Registering for a class implies a commitment to the time allotted for the course. While OL classes are set up to be flexible, there is some time structure that I expect you to honor. So, go ahead and read the lecture notes at 1 a.m. in your bunny slippers, but submit work at the times noted in the syllabus.

### *Assignments Due*

Weather conditions do not affect OL students in the same way they do traditional students, but can be an issue. If your Internet is knocked out, for whatever reason, I expect you to go to the local library or come to campus and complete your work there. I know this is an inconvenience, but there is an expectation of completion of the work and know that this is an appropriate emergency response on your part. Please understand this expectation.

### *Vacations and Excused Absences*

Students should avoid scheduling other appointments, vacations, or so forth during class time. You would never ask your boss to do this; do not ask me either. I make NO accommodations for these unexcused absences. Absences may be excused by official documentation, but I do not create make-up work. If you have an officially documented excuse at your fingertips, you have the time to complete assignments early. Please do so.

### *Missed Coursework*

Do not use other students' time to catch up on missed class work or assignment explanations you missed. Absentees are responsible for getting information on their own time, not at the expense of the rest of the class. You may solicit materials from the instructor during office hours or by appointment. If you ask a fellow student to take notes, do not expect automatic accommodation by this fellow student and think how you might show your appreciation to him/her if they do your work for you. Personally, I would NEVER give a fellow student my only copy of lecture notes, EVER! I do not make accommodations for missed examinations so there is never a need to inform me of missed examination days.