



Attendance Policy

- 1. General Policy:** The Board of Law Examiners in each state requires a certificate of attendance from the law schools attended by the applicant in order to take the bar examination. To execute this certificate faithfully, the school must insist on regular attendance. Therefore, students are required to attend all classes scheduled. A student absent for more than 25 percent of the total number of class meetings will not be allowed to write the examination and will receive a grade of WF (withdraw/fail) for the course. The number of absences permitted may be reduced by the professor on written notice at the beginning of the class.
- 2. Absence Related to Religious Observation:** The John Marshall Law School recognizes the diversity of religious practices of its students, faculty, and staff. Therefore, in addition to the 25 percent allowed, students are excused for religious observances from two class sessions in each course enrolled in every semester. Students should notify the professor in writing in advance of class that they will be absent due to their practice of religion.
- 3. Waivers:** In truly exceptional circumstances, a student may petition in writing and state good cause why this policy should be waived. The waiver must be approved by the professor teaching the course with the concurrence of the Vice Dean for Academic Affairs. Consideration in granting the waiver will be given to the total number of classes missed, the subject matter of the course, what steps the student has taken to cover the material missed during the absences, and the reasons given by the student for the absences. Granting a waiver is discretionary.
- 4. Online and Hybrid Courses:** The attendance requirements of this policy extend to online courses and the online portions of hybrid and blended courses. The definition of attendance in online courses and the online portions of hybrid and blended courses is set forth in the First-Day Attendance Policy and is incorporated herein by reference.

Faculty and administrative policy; last amended January 15, 2018; effective January 16, 2018.