

**MEMORANDUM**

**DATE:** August 21, 2015

**TO:** Florida Atlantic University Faculty

**FROM:** Gary Perry, Provost and  
Vice President for Academic Affairs

**SUBJECT:** Policy Update

Many of our students contribute significantly to the life of the University in ways outside of the classroom. In an attempt to recognize and balance these important contributions with the expectation that students fully participate in their scheduled university classes, the University developed a long-standing attendance policy which allows for the absence of students who are notified in advance of anticipated legitimate reasons for absence, including family emergency, for "university-approved" reasons such as participation in athletic or scholastic teams, musical or theatrical performances, and debate activities.

All faculty members must allow students who miss class the opportunity to make up work missed with no penalty to the student.

This policy is intended to treat as fairly as possible. If you have any questions or concerns about this policy, you may wish to address them through the university faculty governance structure. I recognize the additional work this policy occasionally places on faculty members.

Cc: Diane Alperin, Vice Provost