



Ashton College

Policy No:1008

RESPONSIBILITY: Vice President

POLICY

TITLE: Lateness

CATEGORY: Student

APPROVED BY: Vice-President

EFFECTIVE: 21 October 2003

REVISED:

RELATED POLICIES:

PURPOSE:

The purpose of this policy is to set out the standards of Ashton College relating to lateness for classes.

POLICY STATEMENT:

Regular timely attendance in lectures, seminars and workshops is seen as integral to student success.

PROCEDURES:

When a student is late for class, the course instructor may take appropriate action against the student including adjusting grades and forbidding entry.

WARNING:

In each course, it is incumbent upon the course instructor to advise students of the course requirements in respect of lateness at the start of the course.