

# **University of Richmond School of Law**

## **Attendance Policy**

Adopted at April 1, 2015 faculty meeting

*General Policy on Class Attendance, Punctuality, and Preparation.* The classroom experience is an indispensable part of a student's legal education, and every student is accordingly required to come to every class fully prepared and on time. The professor shall be responsible for monitoring compliance with this policy, for determining whether a student's failure to comply is excused, and for determining the consequences of an unexcused failure to comply, and shall advise the class of his or her approach to these matters at the beginning of the semester. Students who need an excused absence due to a religious observance should notify the professor in the first two weeks of the semester, consistent with the university's [Religious Observance Policy](#).

*Minimum Attendance Requirement.* Any student who fails to attend at least 75 percent of a course's required sessions or their equivalent (as determined by the professor, in consultation with the Associate Dean for Academic Affairs and in conformance with the university's Religious Observance Policy) will not pass the course. This requirement applies regardless of whether the absences are excused and regardless of any individual professor's attendance policy (although an individual professor may impose a more demanding requirement for his or her course). In appropriate circumstances, students unable to satisfy this requirement may be granted a leave of absence and full reinstatement upon their return. Students should keep track of their own attendance, and a student who is having difficulty meeting this requirement, or who anticipates such difficulty, should meet immediately with the Associate Dean for Student Services and Administration or the Associate Dean for Academic Affairs to discuss the possibility of a course withdrawal or a leave of absence from the law school.