



MISSISSIPPI STATE UNIVERSITY
DEPARTMENT OF ART ABSENTEE POLICY
UNIVERSITY HONOR CODE

Upon registration, the student accepts the responsibilities of attending all classes, arriving on time, and doing any work the instructor may prescribe. When absence from class is essential, the student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for absence.

- 1. Participation in an authorized university activity.
2. Death or major illness in a student's immediate family.
3. Illness of a dependent family member.
4. Participation in legal proceedings or administrative procedures that require a student's presence.
5. Religious holy day.
6. Illness that is too severe or contagious for the student to attend class.
7. Required participation in military duties.
8. Mandatory admission interviews for professional or graduate school which cannot be rescheduled.

It is the student's responsibility to secure documentation of illness from a physician (cannot be a parent). The documentation must contain the date and time the student sought treatment. Based upon the documentation, the instructor will decide whether makeup work will be allowed.

STUDIO CLASSES

Because absence from class is detrimental to the learning process, studio art faculty will penalize the student's final average for absences beyond one week's worth of class: two days absence for M, W or T, TH classes, and three days for M, W, and F classes.

LECTURE CLASSES

The policy for lecture classes will be in accordance with the university policy. See your class syllabi for specific policies.

HONOR CODE

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat or steal, nor will I accept the actions of those who do."

I have received, read, and I understand the Department of Art Absentee Policy & University Honor Code. I also agree to abide by the regulations stated within.

Name (Printed): \_\_\_\_\_

Professor's Name: \_\_\_\_\_

Signature & Date: \_\_\_\_\_

Please cut along dotted line and give to the instructor.