Policy Title: DNP Program Attendance Policy

Attendance and participation in all planned learning activities is critical to the achievement of course objectives and student learning. The DNP degree program has a mandatory attendance policy: students are required to be present for all scheduled face-to-face classes on campus and for all online meetings.

Schedules: Orientation and course schedules are provided to the student well in advance of the beginning of each semester. Students are expected to plan and to arrange for personal and work scheduling.

Class Attendance: For the online portions of a course, students are expected to login into the course website as required and outlined in the individual course syllabus and by the course instructor. On-campus meetings in the DNP program are scheduled only a few times a semester for a full day each time; each class day accounts for a large percentage of the final course grade. Therefore, any unexcused absence may result in a failing grade (i.e. grade below a B); in that instance, a student will be placed on academic probation. The student with a failing grade will be required to retake the course the next time that it is offered (See Grading Policy); retaking courses will adversely affect the student’s scheduled progress in the program. If a student fails to achieve a passing grade (i.e. “B” or higher) upon retaking the course, the student will be dismissed from the program.

Orientation: The DNP program orientation and subsequent progression orientation is designed to provide the student with a comprehensive overview of the curriculum, course objectives, and School and instructor expectations. Attendance at all orientations is mandatory. No absences will be excused. Notice of orientation sessions will be provided after acceptance into the program and for each year.

Major Emergency: If a student has an emergency, such as serious illness, family illness and/or death, he/she must immediately notify the program director by telephone or e-mail through the DNP Office (712-500-2174 or 2156) and the faculty member teaching the course(s). In addition to contacting the student’s assigned faculty advisor, if the emergency occurs in the evening or weekend and the program director cannot be reached, a message on the director’s voice mail or an email must be provided to the program director prior to the absence. Excused absences will be at the discretion of the program director. If a student is provided with an excused absence, the student is responsible for the course work missed.