

POLICY TITLE: UNDERGRADUATE CLINICAL ATTENDANCE POLICY

Date of Origin: April 2024

Dates of Revision: N/A

Faculty Sponsor: Lori Holt

Undergraduate Department Approval Date: December 16, 2024

Policy:

Attendance is required for all planned clinical experiences. Failure to complete the clinical hours for a course will result in clinical failure and thus course failure. Clinical time includes clinical conferences, clinical experiences, laboratory and simulation experiences.

Clinical and laboratory/simulation make-up days are not guaranteed. Students who miss **more than** a total of 2 days in a clinical course (more than 14 hours of clinical for courses with 6–7-hour clinical days or more than 24 hours of clinical for courses with 12-hour clinical days) will receive an automatic clinical failure or may drop the course if allowed. Students who miss **two days or less** in a clinical course (\leq 14 hours of clinical for courses with 6–7-hour clinical days or \leq than 24 hours of clinical for courses with 12-hour clinical days) will work with the Lead Faculty in determining the available experiences for the make-up of the clinical hours. Faculty will, in good faith, attempt to coordinate available make-up hours. Make up clinical hours cannot be completed on days other than those pre-approved by the community partners and/or simulation team and must be completed within the start and end dates of the course.

If make-up hours for missed clinical hours cannot be arranged during the start and end dates of the course a student must ask for an incomplete grade. An incomplete grade may be granted by lead faculty only when students, for reasons beyond their control, have been unable to complete the course requirements (refer to the full *Explanation of Incomplete Grades* in the University Catalog under the Academic Policies, Course Registration, and Student Records section). If an instructor decides to grant a request for an incomplete “I” grade, the instructor sets the conditions whereby the course work will be completed. If a student does not ask for an incomplete grade or does not qualify for an incomplete grade, it will result in course failure. A grade of incomplete will impede a student’s progression into the next clinical course. Students who are active-duty military or student athletes please refer to the UCCS Campus Class Attendance Policy and UCCS Missed Class Time for Athletic Policy.