Delaware Law School Attendance/Excused Absence Policy · Fall 2022

- Pursuant to Section 701 of the Academic Code, students are required to attend at least 80% of all class sessions for each course. [This generally means for courses that meet for equal amounts of time for each class period for 14 weeks, a student may not miss more than 3 classes for courses that meet once a week, 6 classes for courses that meet twice a week, and 8 classes for courses that meet three times per week. Professors sometimes establish additional requirements.]

- "Attendance" in a live, synchronous online class means participation with a video camera on and the capacity and willingness to participate in class activity as called upon.

- Requests for disability-related accommodations associated with in-person learning, as with other accommodations, will be handled by the University's Office of Student Accessibility Services. Students with questions about the process for requesting such an exemption may contact Associate Dean for Student Academic Affairs, Alice Eakin, or the University's Office of Student Accessibility Services.

- Absent an exemption from the Office of Student Accessibility Services as noted above, there are no remote attendance options for in-person classes. Please note as well that the law school is not offering hybrid classes at this time (where some students attend in person and others attend remotely).

- Although generally there are no excused absences under the school's attendance policy, during the Fall 2022 semester, excused absences will be granted for in-person classes due to Covid illness, symptoms, or required isolation; this measure is in place to help prevent the spread of the Covid virus. For remotely held classes, excused absences will be granted for technology failure. Please note that other than these two circumstances, the normal attendance policy is effect and there are no excused absences for other reasons.

- Students should follow the below protocols for seeking an excused absence:

  - **Covid-related excused absences for in-person classes:** For absences during in-person classes due to Covid illness, please follow the below procedures:
    - Self-quarantine/isolate and seek an excused absence from class as directed below if you have Covid symptoms, test positive for Covid, or are otherwise directed to isolate by Student Health Services.
    - If you are not certain whether your symptoms are due to Covid, arrange for testing as soon as possible.
    - If you have tested positive for Covid, you **must contact Student Health Services at (610) 499-1183 or** studenthealth@widener.edu.
    - Follow their directions with respect to isolating; they will also tell you when you are free to return to classes.
    - To seek excused absences due to Covid symptoms, a positive test result, or required isolation, submit a **Dean's Action Request form** (forms available via link here) via email to Associate Dean Eakin explaining your situation and the classes for which you need to be excused. If you are waiting for a test result, you should plan to be absent through the date on which you expect your results.
    - Dean Eakin will then inform your professors that they should excuse your absences for the relevant days or time period. Your professors will also be asked to record the relevant classes if feasible and make those recordings available to you.

  - **Technology-related excused absences for remotely-held classes:** If you have a technology failure during a remotely-held class, please follow the below procedures:
    - Submit a **Dean's Action Request form** (forms available via link here) to Dean Eakin explaining the technology failure and the class or classes that were missed as a result.
    - As with Covid-related absences, Dean Eakin will then inform your professors that they should excuse your absences for the relevant classes and make any recordings of the classes available to you.

- Students with questions about this temporary excused-absence policy are encouraged to contact Associate Dean Eakin at aeeakin@widener.edu.