

Departmental Student Attendance Policy

In order to ensure and maintain the highest degree of excellence expected from our program, the Department of Performance Studies has established the following policies regarding class attendance for its BA, MA, and PhD students. These policies do not replace NYU's and TSOA's standing policies on attendance. In case of conflict or omission, NYU's and TSOA's standing policies take precedence.

PhD and MA student attendance policies:

1. Doctoral and Master's candidates are expected to attend all classes comprising their mandatory coursework. Students are also required to attend all tutorial sections, recitations, and off-campus class visits officially linked to their course.
2. Only the following are considered excused absences: a) absences due to *religious holidays*; b) absences due to *health reasons*, justified by appropriate medical note; and c) absences due to *mandatory court attendance* and/or *mandatory jury duty*, justified by appropriate court clerk note.
3. In the case of an excused absence, a student is expected to do the required coursework for the class(es) missed. In case a student has had, or expects to have, an excused absence, student should notify instructors as soon as possible. Instructors will then assign, on a case-by-case basis, and at their own discretion, the work student must do in order to fulfill class assignments.
4. Departmental course syllabi must include information regarding how class absences (including excused absences) impact on a student's final grade. Non-justified absences should have a negative impact on a student final grade. Note that even when absences are excused ones, too many overall absences (more than 1/3 of total classes missed in a course for whatever reason) may lead to a failing grade.
5. Given the "drop-add" period at the beginning of Fall and Spring terms, when students are allowed to officially switch courses, classes missed during that period due to student dropping and adding courses will not be counted as absences. However, students are responsible for making up any course requirements covered in their newly enrolled course, plus any additional work requested by instructor.

6. Students with learning disabilities should make arrangements to visit the *Henry and Lucy Moses Center for Students with Disabilities* before classes begin. The NYU Moses Center determines qualified disability status and assists students in obtaining the appropriate accommodations and services. Reasonable accommodations do not negate requirements for successful completion of a program, course, or service or adherence to acceptable standards of behavior. It is important to note that some accommodations are not appropriate in all courses.

BA student attendance policies:

1. Undergraduate students taking courses offered by the Department of Performance Studies are expected to attend all classes comprising their mandatory coursework. Students are also required to attend all tutorial sections, visits off-campus, and recitations officially linked to their course.
2. Only the following are considered excused absences: a) absences due to *religious holidays*; b) absences due to *health reasons*, justified by appropriate medical note; c) absences due to *mandatory court attendance* and/or *mandatory jury duty*, justified by appropriate court clerk note; and d) absences due to specific course requirements related to curricular/studio work in courses the student is also enrolled in other TSOA departments, justified by appropriate note from instructor.
3. An excused absence *does not* mean a student is not expected to do the required coursework for the class(es) missed. In case a student has had, or expects to have, an excused absence, student should notify instructors as soon as possible. Instructors will then assign, on a case-by-case basis, and at their own discretion, the necessary extra work student must do in order to fulfill class assignments.
4. Departmental course syllabi must include information regarding how class absences (including excused absences) impact on a student's final grade. Non-justified absences should have a negative impact on a student final grade. Note that even when absences are excused ones, too many absences (more than 1/3 of total classes missed in a course) may lead to a failing grade.
5. Given the "drop-add" period at the beginning of Fall and Spring terms, when students are allowed to officially switch courses, classes missed during that period due to student dropping and adding courses will not be counted as unjustified absences. However, students are responsible for making up any course requirements covered in their newly enrolled course, plus any additional work requested by instructor.

6. Students with learning disabilities should make arrangements to visit the *Henry and Lucy Moses Center for Students with Disabilities* before classes begin. The NYU Moses Center determines qualified disability status and assists students in obtaining the appropriate accommodations and services. Reasonable accommodations do not negate requirements for successful completion of a program, course, or service or adherence to acceptable standards of behavior. It is important to note that some accommodations are not appropriate in all courses.

Useful links:

For more on **NYU Policy on Religious Holidays** see:

<https://www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/university-calendar-policy-on-religious-holidays.html>

For more on the **Moses Center for Students with Disabilities** see:

<https://www.nyu.edu/students/communities-and-groups/students-with-disabilities.html>

For the **Tisch School of the Arts Office of Student Affairs**, see:

<https://tisch.nyu.edu/student-affairs>