

## **Attendance Policy (CH 101L, 131L, 132L, 201L, 202L)**

**ATTENDANCE** is required at ALL laboratory sessions beginning the SECOND week of classes. All freshman and organic laboratories will meet the second week of classes.

Attendance is required for the pre-laboratory discussion as well as the assigned exercise for the day. Vital safety information is given during the pre-lab discussion. Failure to attend the pre-lab discussion will result in a grade of “zero” for the exercise. See detailed information for each specific course.

There are NO MAKE UP's for any laboratory course.

### **Freshman Laboratories (CH 101L, 131L, 132L):**

All laboratories will meet the second week of classes, during which the Safety Orientation will be given. According to the USA Chemistry Department Safety Policy, no student is allowed to participate in any future lab session until they have attended this Safety Orientation. Students who miss the first laboratory session must contact their instructor or the Laboratory Coordinator as soon as possible.

There are **NO MAKE UP's**. The lowest grade at the end of the semester will be dropped. The drop grade will be used for one absence regardless of the reason for the absence. Absences for any other lab sessions will count as a grade of zero.

All freshman level courses have separate laboratory and lecture courses. Once either course has been successfully completed, it does not have to be repeated.

### **Organic Laboratories (CH 201L & 202L):**

All laboratories will meet the second week of classes, during which the Safety Orientation will be given. According to the USA Chemistry Department Safety Policy, no student is allowed to participate in any future lab session until they have attended this Safety Orientation. Students who miss the first laboratory session must contact their instructor as soon as possible.

There are **NO MAKE UP's**. The lowest grade at the end of the semester will be dropped. The drop grade will be used for one absence regardless of the reason for the absence. Absences for any other lab sessions will count as a grade of zero.

Both Organic courses have separate laboratory and lecture courses. Once either course has been successfully completed, it does not have to be repeated. Departmental override is required to repeat one without the other.