

Online Attendance and Participation Requirements

·Attendance:

Federal regulations require students who receive financial aid to begin “attending” and participate substantially in each course for which they are enrolled on or before the official census reporting date outlined on the LSCO [Academic Calendar](#). Students documented as “not attending” a course upon the census date are assumed (for financial aid purposes) to have not begun attendance for that course, negatively affecting their financial aid eligibility and disbursement.

Substantial participation in an online course is defined as logging in and completing/participating in at least one requirement of the course. Note: Simply logging in to your online course does not constitute attendance. Consult your syllabus, messages, and announcements for your instructor’s attendance policy.

Hybrid classes are a mix of face-to-face and online environments. Students will be expected to attend a certain number of classes as required by the instructor. In addition to classroom attendance, your weekly active participation in the online component (Blackboard and/or homework software) will be considered and expected.

·Participation:

Weekly participation and engagement in the courses are critical for student success. Assignments should be completed by the due date. Students should also refer to the instructor’s attendance policy for additional information. (See LSCO [Student Handbook](#), Class Attendance.) Note: Logging in and out of a course does not constitute active participation. Students must complete work as defined by the instructor.

Attendance Activities	Nonattendance Activities
Adhering to due dates	Logging into the course
Participating in online discussion forums	Emailing classmates
Completing quizzes and tests by the deadline	Planning to complete all assignments at the end of the term
Assignment submission before or on due date	Reading course materials