Students are expected to recognize and accept their responsibility for maintaining a pattern of regular and punctual attendance at classes and laboratories. All faculty members will, at the beginning of each semester, distribute to the students a written statement of their attendance policies, including what penalties might be imposed for excessive absences.

Attendance is required at all laboratories, announced tests, and final examinations, and the opportunity to take make-up tests will be granted only to those students who are absent for legitimate reasons.

Students that are absent for legitimate reasons, such as serious illness, personal or family emergency, or participation in an official King activity, should present to their instructors written statements of excuse from an appropriate person, such as a physician, dean, or other University official. Where absences can be anticipated, students are responsible for notifying their instructors before the absence occurs and making arrangements to make up missed work.