

UCC Attendance Policy for Students

Policy Subject:	UCC Attendance Policy for Students	Category in Portal:	Academic Standards
Policy Owner:	Academic Development & Standards Committee	Approved by:	Academic Board
Approval Date:	AB 21 st October 2020	Review Date:	Last reviewed by AB on 3 rd February 2021

1. Purpose of the Policy

UCC is committed to the provision of personalised, high-quality education to equip students with the necessary skills, discipline, and intellectual rigour to meet the challenges and make use of opportunities which may arise throughout their lifetime. To take full advantage of the educational opportunities, services and supports offered by the University, it is important that students actively engage with and participate in all learning and teaching activities associated with their programme. The purpose of this policy is to outline the University's expectations in terms of student engagement with university-level learning.

2. Scope of the Policy

This policy applies to all registered students.

3. Policy Statement

It is widely accepted that there is a clear link between regular student engagement in all learning activities and assessment and associated ongoing success in the discipline. Every registered student is expected to engage with all scheduled in-person, online synchronous/asynchronous teaching elements of their programme, including but not limited to lectures, tutorials, laboratory classes, placement, etc. All module requirements in terms of attendance will reflect those prescribed by Accreditation Bodies as relevant.

Please note that some academic units may have specific attendance requirements. Examples include the following:

- Attendance at certain teaching activities may be mandatory (e.g. practicals, field courses, language labs, seminars and tutorials)
- Marks may be awarded for student attendance and participation (note marks cannot be awarded for attendance only)
- Minimum attendance criteria may be stipulated (e.g. students may be required to attend X% of teaching activities).

Students are advised to consult the Book of Modules and University Calendar for specific attendance requirements in relation to their programme and/or module(s).

Please consult the following links: <https://reg.ucc.ie/curriculum/modules/> ;
<https://reg.ucc.ie/curriculum/calendar/live/>

4. Roles and Responsibilities

- It is the responsibility of the academic unit to ensure that information regarding attendance is communicated in a clear and consistent manner in the Book of Modules and all other documentation including handbooks, websites, prospectuses etc.
- It is the responsibility of the student to keep informed and up to date in relation to the attendance requirements of their particular programme and/or module(s).

5. Contact for Further Information

Please refer to the Book of Modules and University Calendar for specific information on attendance in relation to your programme and/or module(s). For further information on the policy, please contact the Academic Programmes and Regulations acadprog@ucc.ie .