

Attendance (M.S. in A.T.)

Experiential learning is a key element of the MS in AT program and a valuable opportunity to build and demonstrate professionalism. In essence, these experiences are a demonstration of how you would handle a job situation. Due to this, an absence during a clinical rotation associated with a practicum or field experience course reflects differently and is, therefore, processed differently. (*Absences during classroom meetings associated with these courses will follow college and department attendance policies as outlined by the course syllabus.) Preceptors will be responsible for documenting unexcused absences, including excusable absences without prior notice, in writing via text message, email, or letter to the Program Director, Clinical Education Coordinator, and the course instructor. The first unexcused absence, or excusable absences without prior notice, will be discussed between the student and the preceptor and may result in minor schedule adjustments as needed to ensure attendance compliance. The second unexcused absence or excused absence without notification will result in a meeting with the preceptor and both the Clinical Education Coordinator and the Program Director as well as the implementation of a probationary period. During the probationary period, the student will be required to be present at times and locations as assigned by the Clinical Education Coordinator (CEC) until he/she demonstrates satisfactory performance in the classroom and clinical components of the AT Program. During that time, he/she will also need to specifically request to attend any additional clinical learning opportunities outside of the schedule associated with his/her clinical course. Further noncompliance (i.e. a third offense) with the attendance policy and communication of absences will result in the student being removed from the clinical site and not meeting the "Satisfactory" grade requirement of the course. The "Unsatisfactory" grade in the course may delay the student's matriculation through the MS in AT curriculum and will require him/her to re-take the course.

All conferences (second and third offense) will be documented and kept as part of the student's personal file and will not be shared with other students. This file may be reviewed by AT Program faculty and/or preceptors as needed. Any grievances or appeals during this process must follow the Grievance and Appeal Process outlined above.