

UI Department of Dance Student Participation Requirement

In order to achieve a passing grade, D- or better, in all Department of Dance courses, a student must participate in 85% of the class sessions during the semester. Students who do not satisfy this attendance requirement will receive a grade of F for the course.

The following is the number of classes per semester that students must attend in order to pass, based on the number of class meeting times per week:

Once a week:	13 classes (<u>2 absences a semester allowed</u>)
Twice a week:	26 classes (<u>4 absences a semester allowed</u>)
Three times a week:	38 classes (<u>7 absences a semester allowed</u>)
Four times a week:	51 classes (<u>9 absences a semester allowed</u>)

Grading Consideration for total number of Absences:

This policy accounts for all absences, no matter the reason. Absences will affect the final grade in the following manner:

Once a week:	Example (if at A)
1 absence (93% attendance) will have no effect on the letter grade	A
2 absences (87% attendance) will reduce final letter grade by one whole letter	B
3 absences (80% attendance) will result in a grade of F	F

Twice a week:	Example (if at A)
1-2 absences (92-97% attendance) will have no effect on final letter grade	A
3 absences (90% attendance) will reduce final letter grade by 1/3	A-
4 absences (87% attendance) will reduce final letter grade by 2/3	B
5 absences (83% attendance) will result in a grade of F	F

Three days a week:	Example (if at A)
1-3 absences (93-98% attendance) will have no effect on final letter grade	A
4-5 absences (89-91% attendance) will reduce final letter grade by 1/3	A-
6 absences (87% attendance) will reduce final letter grade by 2/3	B+
7 absences (85% attendance) will reduce final grade by one whole letter	B
8 absences (82% attendance) will result in a grade of F	F

Four days a week:	Example (if at A)
1-4 absences (93-98% attendance) will have no effect on final letter grade	A
5-6 absences (90-92% attendance) will reduce final letter grade by 1/3	A-
7 absences (88% attendance) will reduce final letter grade by 1/3	B+
8 absences (87% attendance) will reduce final grade by one whole letter	B
9 absences (85% attendance) will reduce final grade by an additional 1/3.	B-
10 absences (83% attendance) will result in a grade of F	F

Addendum for Graduate Students

When in residence, students must follow the above participation policy. If an MFA candidate is involved in a professional opportunity (performance, audition, etc.) in the field of dance that will take them away from campus, they may request to be excused for up to **5 school days/workdays in one semester (Monday-Friday)**. The number of days missed refers to calendar days, not the number of class sessions missed. The excusal for extra days of absence due to professional activities applies to the class participation grade only. Each instructor may determine if there are penalties to the grades given for in-class work missed.

The DEO, in consultation with of the Director of Graduate Studies, will review and approve requests on a case-by-case basis. Here are the steps for requesting a professional absence.

1. The student emails the DEO to request the absence, copying the Administrative Specialist and the Director of Graduate Studies. The request must include dates of absence, courses missed in the Department of Dance, and instructors' names. The student must also provide documentation of the professional opportunity and justification for how their participation supports their professional goals.
2. The deadline for submission of the absence request is **one month before the proposed first day of absence**.
3. All Graduate Teaching Assistants who are primary instructors of courses are expected to find substitute instructors for any classes they will miss. TAs may miss five working days per semester without pay deduction (the work week is 5 days, M-F). Please visit the [Graduate College website](#) for a full explanation of paid leave.
4. The DEO and DGS will review the request and contact the student with approval or denial of the request.
5. If the request is approved, the Administrative Specialist will email the students' instructors to inform them of the approval.
6. The student must contact each instructor to ask if there are any assignments to make up for their absence(s) from class(es). Makeup assignments are given at

the instructors' discretion. In the case of movement courses, where most of the work is done in person, the student will propose how they will make up the work missed.

7. Students may not be absent for exams, showings, tech rehearsals, performances, or other important in-class events listed on the syllabus. Consideration should be taken for group work and how an individual's absence affects the work of the entire class.
8. Students are responsible for meeting the course's learning outcomes, and they should stay in contact with instructors to ensure they are doing so.