ATTENDANCE POLICY

Per the Lamar University Student Catalog, regular class attendance/participation is important to the attainment of educational objectives. The University must abide by federal guidelines to verify attendance in each course for which a student is enrolled. Verification of enrollment is key in ensuring students are eligible for student aid, supporting retention initiatives, and maintaining accurate enrollment data.

Eligibility for most federal student awards, which include but are not limited to, the Federal Pell Grant, Federal Supplemental Equal Opportunity Grant (FSEOG), TEACH Grant, Direct Subsidized and Unsubsidized Student Loans, PLUS Loans, and Perkins Loans is dependent on a student’s attendance in class. A student’s eligibility for federal awards is established when they begin attendance. Verification of attendance in all LU courses, both online and on campus, will be accomplished through the use of an attendance assignment in each Blackboard course. Students will have until the census date for each course to complete this assignment. Students who fail to complete this assignment for each course they are enrolled in will have their financial aid awards adjusted or cancelled. You will be responsible for any balance owed to the University that results from financial aid adjustments or cancellations; it’s imperative you take the time to finish your Blackboard attendance assignment in a timely manner. In certain cases, the Office of Scholarships and Financial Aid will also review online course activity or request secondary confirmation from the instructor to verify attendance.

In addition, if a student earns a punitive grade in any class, (F, I, Q, QL, U, or W) and the Office of Scholarships and Financial Aid receives notification that the student never began attendance, eligibility for federal student awards will be reviewed. The review may result in the student owing a balance back to the University and a transcript hold being placed onto the student’s account until the balance is paid in full.

For purposes of Federal, Title IV, student financial assistance, the U.S. Department of Education requires institutions to be able to demonstrate that federal aid recipients established eligibility for federal aid by participating in academic related activities for all enrolled course work. Academically related activities include, but are not limited to —
• physically attending a class where there is an opportunity for direct interaction between the instructor and students;
• submitting an academic assignment;
• taking an exam, an interactive tutorial or computer-assisted instruction;
• attending a study group that is assigned by the school;
• participating in an online discussion about academic matters and
• initiating contact with a faculty member to ask a question about the academic subject studied in the course.

Please Note for Online Courses: Simply logging into the course through Blackboard is not sufficient to show “attendance.” A school must demonstrate that a student participated in class or was otherwise engaged in an academically related activity, such as submission of an assignment, engaging with other students in a course discussion board, or taking quizzes or exams.
In the event that a student who has established academic attendance in a course fails to complete the attendance assignment in Black Board within the allowed timeframe, it is the student’s responsibility to contact OSFA by emailing attendance@lamar.edu prior to the end of the semester. OSFA will reach out to the instructor to confirm attendance. If it is determined that the student has indeed established attendance in the class, financial aid will be reinstated for the class.

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