



LAMAR UNIVERSITY
MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES

SECTION: Academic Affairs

MAPP 02.03.14

AREA: Students

Late Arrival Policy for International Students

I. POLICY

- A. Lamar University expects all international students to arrive on campus and begin classes by the published start date of each academic term. Arrival beyond this point may compromise an international student's academic progress and immigration status. The University reserves the right to deny late registration or defer admission to the next available term for international students who arrive after the established cutoff date, which is the last day to add/drop courses.
- B. For academic programs delivered in accelerated formats (e.g., 8-week courses), late arrival beyond the University's last day to add presents significant academic challenges. Missing even the first week of an accelerated course substantially impairs student success and progression, particularly for new international students. Consequently, late arrival of up to two weeks will not be permitted in programs operating in 8-week terms. International students unable to arrive by the last day to add must defer to the next academic term.

II. PURPOSE AND SCOPE

- A. This policy ensures compliance with U.S. Department of Homeland Security (DHS) and Student and Exchange Visitor Program (SEVP) regulations, maintains academic integrity, and supports student success.
- B. This policy applies to all F-1 and J-1 international students enrolled at Lamar University. This policy further applies to program-specific restrictions in cases where late arrival would jeopardize academic progress due to course delivery format (e.g., 8-week courses).

III. DEFINITIONS

- A. **Arrival Grace Period.** Up to seven (7) calendar days after classes begin, with approval by the Department Chair after that date. For programs delivered in 8-week terms, no grace period beyond the last day to add may be approved.
- B. **Census Day.** 12th day for long semesters, 6th day for 8-week courses.
- C. **Deferral.** Postponement of admission and SEVIS record to the next academic term.
- D. **Late Arrival.** Arrival after the official semester start date on the Form I-20 or DS-2019.

IV. PROCEDURES

- A. Arriving Between the Program Start Date and the Last Day to Add:
 1. Receive approval from the Office of International Student and Scholar Services.
 2. Schedule a make-up orientation date.
 3. For programs delivered in 8-week terms, this is the final allowable arrival window. Arrival beyond the last day to add is not permitted.

- B. Arriving Between the Last Day to Add and Census Day:
 1. Procedures listed above AND
 2. Receive approval from Academic Department Chair or Program Director.
 3. Exception: For programs delivered in 8-week terms, arrival after the last day to add is not allowed, due to the accelerated format and risk to academic standing, scholarship eligibility, and GPA. Students must defer to the next academic term.

- C. Arriving After Census Day:
 1. No exceptions to late arrival. Students must defer to the next academic term.

V. REVIEW AND RESPONSIBILITY

Review Schedule: Every three years on or before the date the policy was last revised and/or approved.

Responsible Party: Academic Policy Advisory Council

VI. APPROVAL

 Provost and Vice President for Academic Affairs Date

 Lamar University President Date

POLICY LOG

Version	Date	Description of Changes
1		Policy draft completed.
		Reviews by constituency groups completed.
		Review by campus community completed.
		Policy approved by President.