Attendance and Participation

In the online environment, attendance occurs through participation. Attendance is not simply logging into a course. It is participation in the course, tracked by what is actively created by the student.

Attendance Policy:

Online attendance is defined as actively participating in an online course. Active online participation includes communication in any course forum, journal, wiki, etc.; marking a quiz, checklist, poll, etc.; or uploading a digital file by a student *regardless of its content or quality.*

*Attendance is not a graded activity:*

* Meeting the attendance requirement does not indicate good participation.
* Faculty and administrative staff cannot excuse online absences.
* Direct any questions about these policies to RU Online.

*Participation can be graded*

* Some instructors include a participation grade based on the quality of each student’s interaction and engagement in the course

Faculty Report of Attendance

Most online courses run Saturday through Friday. \*Usually, Traditional and Accelerated online courses begin on the first Saturday of each semester and end on a Friday. The attendance report must be consistent for Financial Aid purposes. RU Online verifies attendance inquiries based on the student’s activity in each online week running Saturday through Friday.

**Entering Online Attendance:** Faculty records attendance in the portal by Sunday at 11:59pm for the previous week (Saturday-Friday). Faculty should choose the same “daily attendance” day to report each students’ attendance. Questions about entering attendance should be directed to the Office of the Registrar.

**Hybrid Courses:** Faculty should inform students how attendance will be calculated***.*** ***A hybrid course meets in a seated classroom and requires a significant amount of online activity necessitating both in-seat and online participation.***

\*Some semesters may start on an alternate day due to calendar fluctuations for holidays.