

| CHAPTER:       | Activities, Trips, and Athletics  | DATE ADOPTED     | NUMBER |
|----------------|---|------------------|--------|
| <b>PROGRAM</b> |   | August 10, 1999  | 504    |
|                |   | January 14, 2003 |        |
|                | June 13, 2011   |                  |        |
|                | Revised June 11, 2019   |                  |        |
| SYNOPSIS:      |   |                  |        |
| 1              | General Policy  |                  |        |
| 1              | <p>General Policy: All department/program activities, sanctioned club/organization activities and athletic activities shall be approved by the appropriate College officials. The sponsoring staff member shall be responsible for all arrangements such as safety, time schedule, accommodations, itinerary, etc. The sponsoring staff member shall also have the responsibility of notifying appropriate faculty in advance of the activity that students will be missing their classes. Students will not lose credit for classes missed provided they satisfactorily complete make-up work assignments within a reasonable time. It is the student's responsibility to make arrangements for missed work prior to the school sponsored absence.</p> |                  |        |