

## **Hybrid Gatherings Attendance Policy**

Students enrolled in one or more hybrid courses in a given semester are required to attend two on-campus gatherings in their entirety in addition to regular attendance in weekly online class sessions. Gathering attendance is a course requirement for every hybrid course.

On-campus gatherings begin at 9:30am Thursday and conclude at 12:15pm on Saturday. They feature a variety of formational activities including hybrid class meetings.

Participation in all gathering activities is expected. Students are responsible for making travel arrangements to ensure their presence for the entirety of each gathering.

In case of emergencies, students unable to attend a hybrid on-campus gathering or a portion of a gathering must submit a Petition for Excused Gathering Absence to the Dean of Faculty detailing the nature of the emergency and providing supporting documentation. Petitions are rarely granted, except for the most extreme situations, and, if granted, will require a make-up assignment submitted to the Dean's Office for evaluation.

In most cases, missing all or part of a gathering will result in an automatic 20% reduction in the final grade for each hybrid course taken that semester, and missing both gatherings will result in a failing grade. Students who petition for excused absences for more than two consecutive gatherings in an academic year must consult the Dean of Faculty about whether a leave of absence will be necessary to continue in the program.

To petition for an excused absence, click on the following link and complete the Webform (note: you must be logged in to my.pts to see the form): [https://my.pts.edu/ICS/Students/Hybrid\\_Programs.jnz](https://my.pts.edu/ICS/Students/Hybrid_Programs.jnz)

You can also access the form by logging into <https://my.pts.edu>, clicking the "Students" tab, then clicking the "Hybrid Programs" page on the left-hand side.