Class Participation Policy

Students are expected to regularly attend and participate in all meetings of courses for which they are registered. The instructor is responsible for communicating the participation requirements for each course to students. With the exception of UTSA policies on class absences related to observance of religious holy days, active military service, or attendance at an official University-sanctioned student activity, the instructor determines classroom participation requirements and policies on making up work missed during an absence.

Students may be excused from attending classes or other required activities, including examinations, to attend an official University-sanctioned student activity (as defined in the Handbook of Operating Procedures) or for the observance of a religious holy day, including travel for that purpose. A religious holy day is a day observed by a religion whose places of worship are exempt from property taxation under § 11.20, Tax Code. A student whose absence is excused for attending an official University-sanctioned student activity or for religious holy day reasons may not be penalized for the absence and shall be allowed by the instructor to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

Students may be excused from attending classes or engaging in other required activities, including examinations, in order for the student to participate in active military service to which the student is called, including travel associated with the service. A student whose absence is excused under the Texas Education Code, § 51.9111, may not be penalized for the absence and shall be allowed by the instructor to complete an assignment or take an examination from which the student is excused within reasonable time after the absence. The excused absence is permitted only if the student will not miss more than twenty-five percent of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which the student is enrolled at the beginning of the period of active military service (19 Texas Administrative Code, § 4.9). If a student has to miss class excessively due to illness or other unforeseen circumstances, it is his or her responsibility to notify the instructor as soon as possible. A student who enrolls in a course and does not attend is considered absent from class until they officially drop the course. A student who does not attend class and fails to drop the course by the specified deadline listed in the online registration calendar will receive a grade of “F.” Refer to the sections “Undergraduate Credit Limitation” and “Three-Attempt Rule” in this chapter for information about the financial consequences of receiving “W” or “F” grades.