Attendance

• Come to each class (even if you are running late). The instructor prefers a tardy student over an absent student. A student 20 minutes late for class still catches over half the class period.

• A student is responsible for signing each class attendance sheet. Failure to sign the sheet will result in an “absent” tally mark.

• A student has the responsibility to promptly notify the instructor concerning any absence. Notification of an absence can be made by e-mail (dwalsh@mtsu.edu) or by phone (615-898-2224). Any message to the instructor should include the student's full name, the course name and section (for example, Susan Jackson, MATH 1530-012), and a legitimate reason for the student's absence.

• Following any absence, the student has the responsibility to obtain class notes from a classmate.

Attendance Points

• The maximum attendance score is 10 points.

The following table will be used to determine your final attendance points for the semester.

<table>
<thead>
<tr>
<th>Number of unexcused absences</th>
<th>0-4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10+</th>
<th>10+</th>
<th>10+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance points obtained</td>
<td>10</td>
<td>9</td>
<td>8</td>
<td>7</td>
<td>6</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>