Online Asynchronous Course Check-in and Participation

AA_AT_ON_25

Responsible Officer Terrill Gilley Responsible Office Academic Technology Approving Body Academic Council Approval Date 2015-09 Last Revision 2015-05 Re-evaluation Date 2020 Departmental Impact Online Education

Policy Statement

Students enrolled in online courses must check in to courses and complete the assigned work or officially withdraw.

Policy Procedures

- Failure to check in to the course will result in an administrative withdrawal from the course.
- Students who withdraw after the check-in period may receive a grade of "WP" or "WF."
- Ongoing participation will be based on the student fulfilling weekly requirements of a course.
- Students who check in to a course and fail to maintain ongoing participation but do not officially withdraw will receive a grade of "F."