Band members are expected to be at all rehearsals and performances and to be on time. The following are attendance and grading procedures for the Campus Band.

ATTENDANCE PROCEDURE

Rehearsal will start promptly on the hour. Attendance will be taken about five minutes after the start of rehearsal. If you arrive after attendance is taken, you will be counted tardy.

All absences for the previous week will be recorded each Monday. You have until 4:45 on Friday of the week following the absence to turn in an excuse to Dr. Good. After Friday at 4:45, any absence for which an excuse has not been submitted will be unexcused.

EXCUSED ABSENCES

1. Pre-Excused Absence

   All requests to be excused from band functions must be submitted on an absence form, in advance of the rehearsal or performance for which the excuse is made. After filling out the absence form in the band office, take it to Dr. Good and discuss it with him. Absences can only be excused by him, and are dealt with individually.

2. Illness

   If a rehearsal or performance is missed due to illness, bring a written explanation for the absence to Dr. Good. Excuses for illness must be in the form of some type of doctor's note or note from the Student Health Center. Photocopies of doctor/clinic excuses will not be accepted.

GRADING POLICY

Grades are assigned by the Director, primarily on the basis of attendance.

1. A student's grade will be lowered one-half letter for each unexcused absence from rehearsal:
   
   - 0-1 unexcused absences = A
   - 2-3 unexcused absences = B
   - 4-5 unexcused absences = C
   - 6-7 unexcused absences = D
   - 8 or more unexcused absences = F

2. Unexcused absence from a dress rehearsal or performance will result in the significant lowering of a student's final grade.

3. Three tardies will equal an unexcused absence.

When absences are deemed excessive by the Director, the student's standing as a member of the Campus Band will be re-evaluated.
Students needing accommodations should arrange a meeting the first week of class. Come during office hours or email for an alternate time. Bring the Accommodation Memo and Instructor Verification Form to the meeting. Discuss items needed in this class. If you do not have an Accommodation Memo but need special accommodations, make an appointment with The Program for Students with Disabilities, 1244 Haley Center, 844-2096 (V/TT) or email: haynemd@auburn.