



Alcorn
State University

DA: January 22, 2018

FR: Mrs. Belinda Benjamin
Director of Administrative & Student Services/Budget Manager
% Dr. Donzell Lee, Provost & EVPAA

Donzell Lee

TO: Alcorn Students

RE: MANDATORY CLASS ATTENDANCE | UW REPORTS

On Tuesday, January 23, 2018, instructors will report student “no-shows” in BANNER. As a result, students who have never attended class or logged into Blackboard courses will be marked as “no-show” or unofficial withdrawal (UW) and will be dropped from class rosters. This process of administratively withdrawal of students for non-attendance will be complete by Wednesday, January 24, 2018.

Students dropped for non-attendance (UW) with proof of exceptional circumstances may appeal Academic Affairs % Mrs. Belinda Benjamin, Director of Administrative & Student Services/Budget Manager, 877-6140, for re-enrollment by completing the following petition → [HERE](#).

Class attendance is key to student academic survival and success. Attendance affects:

- Scholarships
- University academic good standing
- Continued progress towards degree (e.g., prerequisites for registration)
- Conferral of your degree
- Eligibility for financial aid, athletic participation, veteran’s benefits, etc.
- Status for honors awards
- Student learning outcomes

From the first day to the last day of classes, every class day counts. Make the most of each day at Alcorn by attending all scheduled classes. Take educational responsibility to make this happen.

Additional Student Success Resources:

- Last day to pay fees: Friday, January 19, 2018, otherwise students are dropped from classes/Blackboard. See → [memo](#)
- Last day for Spring 2018 Graduation Application (\$50 fee): January 26, 2018. See → [Calendar](#)