

CHARLESTON

S C H O O L O F L A W

CAP Participation Policy

CAP is an intensive online program and requires active student participation and attendance at every class session, for the *entire* class session. Class attendance, the completion of assignments and participation in class discussions are critical for the success of the student.

In addition, the quizzes designed for each course will test the student's grasp of assigned materials providing critical evaluation of the student's level of understanding. Therefore, it is a requirement of CAP that students take the course quizzes and participate in assigned course activities, in addition to attending every class session, for the *entire* class session. Penalties will be imposed upon students who fail to meet these requirements.

- Please note: if you are more than 10 minutes late to a class, you will be considered absent. Please see note about penalty below, #3.

Students are expected to act in a professional manner at all times. Students who do not behave in a professional manner may be administratively removed from the program at any time.

Students who fail to meet the following participation requirements will be administratively dismissed from the program:

1. Any student who fails to take a quiz shall be deemed to have one non-participation penalty for each quiz not taken. No warnings are required to be given to students who fail to take quizzes. If the student's answer to a quiz is not properly posted, it will count as a failure to take the quiz. All students are required to learn how to properly download quizzes and post answers.
2. Any student who fails to satisfactorily participate in an assignment will be deemed to have a non-participation penalty. The professor who believes that a student has not in good faith completed an assigned task shall inform the student that he/she has earned this penalty. The determination of good faith completion of a task will be solely at the discretion of the professor.
3. Any student who fails to attend a class session -- the entire class session -- will be deemed to have a non-participation point penalty for each class missed.
4. Any student who accumulates a total of three non-participation penalties during the program will be administratively dismissed. Such students will be denied access to the program from the point of dismissal and be prohibited from taking the final exam.

The designation of a non-participation penalty is a final decision and is not subject to appeal.