

THE NEW YORK CONSERVATORY FOR DRAMATIC ARTS

Attendance Policy

Learning to act, sing and/or dance requires consistent attendance and physical training. To maintain a professional atmosphere, students must commit to attending all scheduled classes. Any absences will affect learning outcomes and overall grades.

If a student experiences an emergency that forces them to miss a class, they are expected to send an email to their teacher prior to class informing them that the student will be absent. Student Services must be copied on this email.

Absences will affect the student's grades as follows:

For classes meeting once a week – 1 absence is permitted. Any additional absences will lower the student's grade by half a grade point per absence.

For classes meeting twice a week – 2 absences are permitted. Any additional absences will lower the student's grade by half a grade point per absence.

Students are expected to attend all make up classes. Missing make up classes will affect the final grade in the class.

Excused absences may be granted for medical and family emergencies. Documentation needs to be received by Student Services and Registrar for the absence to be excused within 2 weeks of the missed class.