

# EXPERIENTIAL LEARNING POLICIES

## EL-DFC ABSENCES DURING THE SEMESTER

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Learners are allowed one (1) absence from DFCs for each course that has an EL-DFC component.

Learners who miss two (2) or more DFCs during the semester must withdraw from the course and re-enroll the following semester if space is available in the course. Learners who only are enrolled in one course for a particular semester and are withdrawn for EL absences may be eligible for Short-Term Re-Entry. Learners may contact Registration Management for assistance. Formal approval is required to exercise this option.

Learners who miss a DFC activity must complete a scheduled make-up session to pass the course. Learners who complete the required make-up sessions do not reduce their total number of DFC absences recorded for the course. # Even when one DFC absence has been made up, a second absence results in being withdrawn from the course. # If the second absence is caused by an emergency or catastrophic event, learners can file an [Exception Request](#).

Learners who miss one DFC will receive communication from Schedule Support detailing next steps in the rescheduling process. The missed DFC must be made up by the end of the current semester; otherwise, the learner cannot progress to the next DFC course. However, in rare circumstances when rescheduling a DFC prior to the end of an academic semester is not feasible, learners may receive an 'IR' (Incomplete Remediation) in the course and may fulfill the remainder of the DFC by the end of the add/drop period of the following semester without disruption of progression in the academic program. Learners will be notified of the rescheduled DFC no later than two (2) days prior to the make-up date.

*Please note: Make-up EL-DFCs are not guaranteed and could delay progress in the academic program or graduation.*

Learners are required to arrive to pre-conference fifteen (15) minutes prior to the start of the DFC. #Tardiness of more than fifteen (15) minutes or leaving more than fifteen (15) minutes early from any experiential learning activity (ELA) #will be marked as an absence. #To receive credit for attendance for any virtual ELA or webinar, learners must be present on time, professionally dressed in accordance with the Nightingale College Dress Code policy, with their cameras on at all times unless provided permission from their faculty.