**Reinstatement Agreement**

Coastal Carolina Community College

Course Name and Section Number: Click here to enter text.

# Click here to enter a date.

**The Attendance Policy states:**

*“Coastal Carolina Community College is committed to the principle that class attendance is an essential part of its educational program. Class lectures, demonstrations, discussions, and other in-class experiences are regarded as vital ingredients of the educational process that cannot be easily compensated for through out-of-class make-up work. Coastal’s attendance policy is designed to balance the educational benefits of regular class attendance with the demands of everyday life. To allow for absences related to religious observances, illness, emergencies, and other circumstances, students may miss up to 12.5% of class hours before being mandatorily disenrolled by instructors.”*

## **Terms and Conditions**

Click here to enter text. your current grade average is Click here to enter text.or a(n) **"B".** You have missed a total of Click here to enter text. days of class this semester. Therefore, pursuant to Coastal Carolina Community College’s attendance policy, effective on Click here to enter a date., you will be disenrolled from the roster of Click here to enter text., for excessive absences. To be reinstated, you must read and agree to the following terms of reinstatement and affix your signature below:

1. I agree that if, during this reinstatement, I am absent due to illness or injury, I must present a Medical Doctor’s statement attesting to such.
2. I agree that if, during this reinstatement, I am absent due to jury duty, I must present documentation attesting to such.
3. I agree that, notwithstanding documented illness, injury, or jury duty, I cannot be absent, arrive late or leave early for the remainder of this semester.
4. Please see attachment for additional terms. *(Student and Instructor must initial attachment.)*

Furthermore, I specifically understand that upon reinstatement, if I fail to meet the terms and conditions set forth above, I will once again be disenrolled from the course, and if disenrolled after the official withdrawal date of the term, and if my performance is unsatisfactory, a grade of “F” can be recorded on my transcript at the end of the semester.

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Student Signature Date

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Instructor Signature Date