**INTENSIVE ENGLISH PROGRAM**

**ATTENDANCE POLICY**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand the attendance policy of the Intensive English Program.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Three absences** | = 1st WARNING, meet with the teacher |
| **Four absences** | = 2nd WARNING, meet with Director of IEP |
| **Five absences** | = 3rd WARNING, meet with the Assistant Provost in the International Program and Services |
| **Six or more absences** | = Possible program expulsion and jeopardizing immigration status and the ability to remain in the United States |