

**Miami Lakes Educational Center  
and  
Technical College**

**5780 NW 158<sup>th</sup> Street  
Miami Lakes, Florida 33014**



**MAXIMUM ALLOWABLE ABSENCE POLICY**

- Student will not be allowed to be absent more than (6) days, student must not miss more than 30 hours of class time during the program.
- By the fourth day absent or the 20<sup>th</sup> hour of class that is missed a referral to the Student Services Department will be forwarded, and the student will be placed on an attendance contract.
- Students will be automatically withdrawn from the program on the seventh day they are absent or over 30 hours of class time.
- Students who have been withdrawn due to excessive absences will need to re-register for the full course.
- I am aware of the previously mentioned requirements.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_