

MONTANA STATE UNIVERSITY
COLLEGE OF NURSING
Procedure C#7

**TITLE: STUDENT ATTENDANCE AT ALL CAMPUS, CLASS,
 CLINICAL/LAB ORIENTATION**

Procedure:

The student will:

1. Anticipate attendance at all scheduled orientations.
2. Actively seek information about the time and place of these orientations.
3. Attend the scheduled orientation.
4. Inform the faculty member and/or Campus Director prior to the scheduled orientation if some circumstance beyond the student's control (as previously stated, an extraordinary event) precludes attendance at the orientation.

The faculty member will:

1. Plan an orientation relevant to the specific campus/course/clinical/lab.
2. Inform students of the time, place, and expectations of the orientation.
3. Inform the Campus Director of any student's absence and discuss appropriate actions in regard to the student's absence.