

REMOVAL OF ARTWORK AT THE END OF THE SEMESTER

Student artwork must be picked up at the end of the semester. The Art Department does not have the storage space to keep artwork and will not be responsible for damage or loss inside or outside the building for work that has been left behind at the end of a semester. If the teacher requests keeping the artwork until the next semester for an exhibition or some other reason, a permission statement must be signed by the student. Artwork left without permission becomes the property of the art department.

ABSENCE POLICY FOR THE ART DEPARTMENT

No one may miss more than an aggregate of 3 weeks of classes or **6 absences** for ANY reason, including excused illnesses or excused sports-related activities. Nothing is excused after 6 absences. Studio classes are really impossible to make up, so anyone who must miss 7 classes or more will receive an automatic **F**, or you must withdraw (**W**). 7 classes is the equivalent of 25% of the semester's classes. If you have missed 25% of the classes, you need to retake the class.