



Sunstate Academy Temporary Distance Learning Attendance Policy- Fort Myers Campus

Student progressing in their program of study via Temporary Distance Learning shall adhere to the same attendance requirements set forth while attending residentially. In lieu of physically attending classes at Sunstate Academy, students will now progress by attending virtual sessions and completing distance learning assignments until such time as Governor DeSantis, as well as local officials, remove or reduce the severity of the *Stay-at-Home Order*. Each assignment has a predetermined number of hours attached. Students who do not complete assignments for fourteen (14) consecutive days without notification to the school will be withdrawn. **It is the responsibility of the student to participate in distance learning and complete assignments**

Furthermore, those students who have not made a declaration to migrate to distance learning or have not requested a *Leave of Absence* must contact Sunstate Academy by 5 PM on Wednesday, April 15th to prevent themselves from being withdrawn.

In an effort to facilitate temporary distance learning and prevent unnecessary attendance violations the faculty and staff at Sunstate Academy will attempt to communicate in the following manner:

- Student success coaches will attempt to contact all students three (3) times per week to ensure students are able to login and complete assignments, answer questions and facilitate assistance needed.
- Students who haven't attended live sessions or completed assignments in 7 days will be contacted by a faculty member to facilitate assistance needed.
- Students who haven't attended live sessions or completed assignments in 10 days will be contacted by the Dean of Academics, Brennan Evans, who will also attempt to contact the student's emergency contacts to ensure the student's wellbeing.
- Students who have not participated in distance learning for 14 consecutive days will be administratively withdrawn.

Students are directed to contact Shannon Sullivan at ssullivan@sunstate.edu or 239-278-1311 if they are experiencing any technological or personal issues preventing them from progressing in Temporary Distance Learning to explore available options.