

## **LDA and Withdrawal Date of Determination Policy**

For purposes of the SVSTI LDA policy, the last date of attendance is determined to be:

On the last day the student attended classes where the Instructor took attendance.

- The last day on which a student submitted an assignment, quiz, test, or other academically related activity.
- The last day on which a student actively participated in a group or online activity in classes in which attendance is not regularly taken.

SVSTI's statement, which defines a determined date of withdrawal as the date SVSTI determined that a student was no longer at the institution, is referred to as the Date of Determination.

SVSTI's Date of Determination is defined as:

- If a student fails to attend within the first five business days of the class's beginning date, the faculty shall report the student as never attended. Reporting should occur after the fifth business day of the term and before the tenth business day of the term.
- SVSTI faculty shall report students who stopped attending, with a last date of attendance for any student who attended class at least one day and subsequently stopped attending for two or more weeks up to the course withdrawal deadline. Faculty shall report on the last date of attendance immediately following the non-attendance period. A student who attends past the course withdrawal deadline shall not be reported. The last day to report is the semester grading deadline.