

**LEADERSHIP BARTHOLOMEW COUNTY
ATTENDANCE POLICY**

- Attendance at all eight LBC class sessions is expected.
- Attendees can miss only one session (1) in order to graduate with current class. (Any combination of unexcused absences in addition to being tardy or leaving early adding up to two will prevent graduation.)
- Missed classes can be made up the following year to attain graduation status.
- Read LBC Graduation Requirements document for information about making up missed classes.
- Five class days are scheduled from 8:00 am until noon; three are longer sessions. Attendance will be taken at the start and at the end of each class. Tardiness or early departures may also prevent graduation.
- Please review the class times and dates to ensure that you will be able to fully participate in each LBC session. Applicants who expect business, personal, or scheduling conflicts during the eight-month class year are encouraged to delay participation until a more convenient time.
- The \$495 tuition fee is nonrefundable.
- By signing this policy you are stating you (and your employer) understand the above criteria for graduation:

Applicant

Employer

For more information and background on the LBC Attendance Policy, see our Web site, leadershipbc.org.