**ELICOS Program Manual**

**Example of Course Attendance Requirements**

ELICOS students must maintain a minimum course attendance rate of 80% of the scheduled contact hours over their course of study in an ELICOS program.

The following provides an example of how the 80% attendance requirement is calculated.

A student has been issued with a Confirmation of Enrolment (COE) duration of 20 weeks of ELICOS tuition.

The student is required to attend 20 hours per week.

The scheduled contact hours over the course of study is therefore 400 hours (20 hrs per week x 20 weeks).

80% of the scheduled contact hours = 320 hours (80% x 400). The student must attend at least 320 hours over the 20 week period.

If prior to the completion of the 20 week period, the student has been absent for more than 80 hours, the student will not be able to meet the 80% attendance requirement.