

645—61.18 (157) Attendance requirements. A school of cosmetology arts and sciences shall have a written, published attendance policy.

61.18(1) Schools shall ensure:

a. Students complete the hours required for each course of study set forth by rule 645—61.14(157).

b. Student attendance policies are applied uniformly and fairly.

c. Appropriate credit is given for all hours earned.

d. All retake tests, projects to be redone and make-up work are completed without benefit of additional hours earned. Time scheduled for such work will be scheduled at the school's discretion.

e. Hours or credit is not added to the accumulative student record as an award, or deducted from the accumulative student record as a penalty.

61.18(2) The school must maintain each student's attendance records for two years to verify that the minimum attendance standard set by the school is being met.

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