



Policy Title:
Tardy Policy

Policy Identifier:
PA103

Prepared by: PA Program Faculty	Creation Date: 01/01/2026
Reviewed by: PA Program Executive Committee	Review Date: 01/01/2026
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Category: Academic Policies	

Scope

University of South Carolina (USC) School of Medicine Columbia PA students.

Policy Statement

Students are required to arrive on time for all scheduled program activities, including classes, labs, clinical sessions, and assessments, and are expected to remain for the full duration of the scheduled event. Professional punctuality is essential to maintaining academic standards and fostering an effective learning environment.

Reason for Policy

To establish clear expectations for punctuality, support professional behavior standards, and ensure consistency in how tardiness is documented and addressed.

Definitions

- **Tardiness:** Arrival after the scheduled start time of any required program activity.
- **Unexcused Early Departure:** Leaving a required session before the scheduled end time without prior approval, subject to course-specific rules.

Procedures

Tardiness

- Students are expected to arrive on time for all program-related activities.
- Arrival more than 15 minutes after the scheduled start time will be considered an absence, and the Attendance Policy will apply.
- Students who accrue more than three instances of tardiness in a semester will be referred to the Student Progress and Promotions Committee (SPPC).

Early Departure

- Unexcused early departures will be managed in accordance with the policies outlined in the respective course syllabus.



Contacts

Program Director
USC School of Medicine Columbia
Physician Assistant Program

History

Date of Change	Change
01/01/2026	Policy drafted into new template.