



LIST OF AUTHORIZED AND SPONSORED ACTIVITES

For complete information concerning university attendance, please refer to **Texas A&M University at Galveston (TAMUG) Student Rules, Part: 1 Academic Rules, Rule 7: Attendance** linked here tamug.edu/studentrules/.

The List of Authorized & Sponsored Activities, as noted in Student Rule 7.2.2.8, provides faculty and staff members with information about university-excused absence activities (authorized) and other important activities (sponsored) that may impact a student’s class attendance.

Authorized Activities are defined as requiring participation in a university activity, or are necessary as a requirement for an official class. Authorized activities are university-excused absences as defined by the University Student Rules (Part I, Section 7).

Sponsored Activities are generally considered important to the overall leadership development and education of Texas A&M students, but are not required as part of an official class or as mandatory participation in a university activity. Participation in a sponsored activity is not considered an official university-excused absence, but based on the perceived educational value of the event, instructors are encouraged to consider allowing students to make up the missed work resulting from participation in the event. In general, most university activities and events will fall in this category.

Authorized Activities	Description & Location	Date(s) & Time(s)	Course if applicable	Participation Mandatory?
Fall 2024	Sailing Team Competition		n/a	Yes
Sponsored Activities	Description & Location	Date(s) & Time(s)	Course if applicable	
Fall 2024				

How to Submit a Request for an Authorized or Sponsored Activity

To submit a request for an Authorized Activity or a Sponsored Activity due to an academic activity, please send a request to Dr. Donna Lang, TAMUG Associate Vice President for Academic Operations (Langd@tamug.edu).

In the case of non-academic activities, please send the request to the delegate for the Vice President for Student Affairs, Shelly Fordyce (Fordyces@tamug.edu).

All requests should include the following:

Activity Name:			
Activity Location:			
Activity Information: <i>(should include a brief description of the activities' purpose)</i>			
Activity Start Date & Time:		End Date & Time:	
Is participation mandatory for the student?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Course requiring this activity: <i>(if applicable)</i>
Contact Information:			

If the absence is categorized as excused (“authorized activity”), the faculty member must either provide the student an opportunity to make up an exam or other work missed or provide a satisfactory alternative to be completed within 30 calendar days from the last date of absence.

For sponsored activities, participating students are to be in good academic standing with a cumulative GPA of 2.0 or higher.

Once reviewed and approved by Academic Affairs or Student Affairs, each shall provide the approved request to the Senior Administrative Coordinator in the Office of Academic Affairs for inclusion on the “List of Authorized & Sponsored Activities” which will be accessible on the Academic Affairs Faculty Resources webpage tamug.edu/AcademicAffairs/faculty/index.html for reference purposes.

If a faculty member has specific concerns or needs verification that a student is involved in the approved activity, please contact Donna Lang (for academic programs) or Shelly Fordyce (for non-academic programs).

Note: This process does not replace nor alter the requirement that the student provides absence documentation and verification per Section 7.3 of TAMUG Student Rule 7.