

In the case that a student must cancel a session, the TLC policy states, "Due to the limitations of tutoring spots, I understand that three (3) unexcused absences will constitute my sessions being suspended for the remainder of the semester. I understand that I need to cancel or reschedule my appointment 6 hours prior to my scheduled session. In the case of an unexpected illness/emergency, I will contact the [tinsleylearning center@selu.edu](mailto:tinsleylearningcenter@selu.edu) to cancel or reschedule my appointment. I understand that I need to provide documentation, including a brief explanation to determine an unexcused absence.