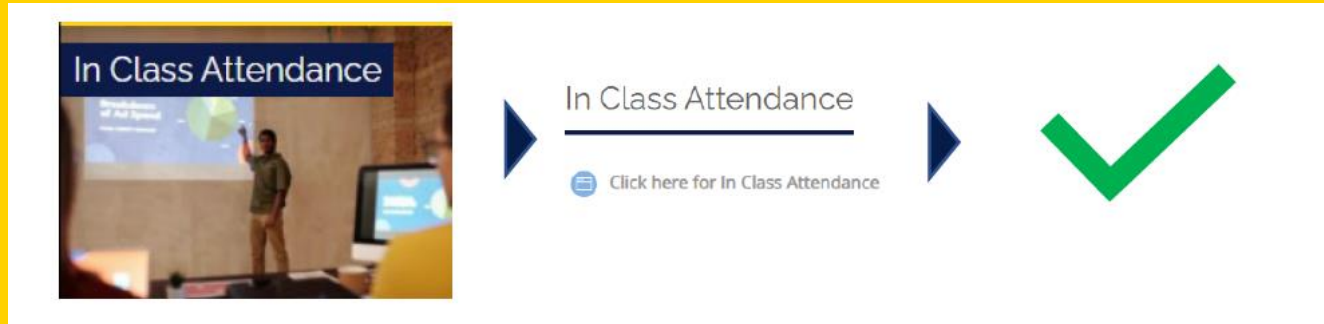


Attendance Procedure

The attendance procedure has now changed.

Students must now record their attendance via VLE.

Registering your attendance for on-campus learning is completed through our VLE system. Simply click on the module tile, select 'in-class attendance', then you just need to click on the link to confirm your attendance.



This can be completed on a phone, tablet, or laptop but **you MUST be connected to the ARU London WIFI for this to validate.**

Charterhouse: ARUL-WIFI

East India: ARUL-WIFI2

Password: **1nt3rn3t@Arul**

Please note your attendance will be updated **ONLY** if you click this link on the day of your lesson between the times shown below whilst physically attending the lesson in the classroom:

AM Sessions: between 09:00 – 10:30.

PM Sessions: between 13:00 – 14:30.

EV Sessions: between 17:00 – 18:30.

(If you join your class after 10:30/14:30/18:30, your attendance will not be recorded and you will be **marked as absent.**)

As a student, you are responsible for making sure your attendance is up-to-date and accurate. If you believe you are having a technological issue, you can enquire about your attendance record by making an **attendance enquiry through the VLE.**
Simply login to VLE > My Forms > Attendance Enquiry.