

Flexibility with Attendance and/or Assignment Due Dates Accommodation **POLICIES & PROCEDURES**

Students who seek to utilize their approved accommodation of flexibility with attendance and/or assignment due dates must follow these policies and procedures:

- Meet with instructors to have Faculty/Student Flexibility Accommodation Agreement Form completed by instructors at the beginning of each semester.
- Contact Access Center Disability Services Coordinator immediately for assistance if an issue arises when requesting your instructor to fill out the agreement form.
- Class attendance policies are not determined by the Access Center. This is because attendance is often an integral component of the pedagogic process and is consequently determined by faculty members. In many cases, attendance is fundamental to the course requirements. A percentage of a student's final grade may be determined by the following: a student's ability to a.) interact with others in the class, b.) demonstrate the ability to think and argue critically, c.) critique a class member's work, or d.) participate in group projects. In any of these cases a faculty member may determine that they cannot provide the degree of flexibility sought by the student.
- Faculty are not required to do make-up labs or classes for a student with a disability who misses lab or class unless make-ups are permitted for other students as well.
- Faculty are not obligated to re-teach material missed due to not attending class.
- Faculty determine the degree of flexibility regarding assignments, as well as makeup policies.
- The accommodation of flexibility for extension of assignment due dates is meant to provide periodic flexibility, if possible, when this flexibility does not compromise the fundamental requirements of the course.
- Not every assignment or course component can be provided an extension.
- Assignment extensions are not intended to go beyond the last scheduled course meeting date for the semester.
- If there are extenuating circumstances at the conclusion of the course, then as with all students, these need to be considered individually, with the option of an "I" (incomplete) grade being given until the student can complete the required work.

I have read and understand the policies and procedures outlined above.

Signature: _____ Date: _____

Print Name: _____