Request for Course Accommodation Due to Religious Observance

COLUMBUS

According to the IU Columbus Policy on Religious Holidays, any student who is unable to attend classes or participate in any examination, study, or work requirement on some particular day or days because of his or her religious beliefs must be given the opportunity to make up the work that was missed or to do alternative work that is intrinsically no more difficult than the original exam or assignment.

The instructor and the student should discuss what a reasonable accommodation would represent. This could be the same work with a different due date, or a substantially similar exercise at another time. However, any accommodation that is mutually agreeable to both student and faculty member is acceptable.

Requests for accommodation for religious observance must be made in writing and returned to the instructor by the end of the second week of the semester.

Course Information:

Department: _____________ Course Number: _____________ Class Number: _____________

Instructor: __________________________________________________________

Student Information:

Name: __________________________________________________________________

Ten Digit University ID number: __________________________

University E-mail Address: ____________________________ Phone: ___________________

Select one checkbox and provide the date below:

[ ] KNOWN DATE OF ACCOMMODATION REQUEST

Pursuant to the IU Columbus Policy on Religious Holidays, I request accommodation for a course activity scheduled for the following date.

Date: ____________________________

[ ] APPROXIMATE DATE OF ACCOMMODATION REQUEST

Pursuant to the IU Columbus Policy on Religious Holidays, I request accommodation for course activity scheduled around the following approximate date.

Date: ____________________________

Once exact date is known, I understand it is my responsibility to immediately notify my instructor to work out any requested accommodations.
Suggested accommodation (e.g. makeup examination)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

________________________________________________
Student Signature

________________________________________________
Today's date