Office of Student Accessibility Services
Students with Disabilities: Attendance in class.

At times, a student which is registered with the Office of Student Accessibility Services may qualify to be considered for class absences. This accommodations is frequently offered for a student who has a documented chronic health problem which occasionally causes them to be absent from class. Faculty set this own attendance policy; the accommodation is simply a request for some flexibility. The amount of flexibility will depend on the nature of the class and whether class participation is a factor in the final grade. Students who are eligible for this accommodation are responsible for completing all coursework. This accommodation is not a *blank check* which allows students to miss large number of classes for any course.

Faculty can make their policies clear and can also apply attendance policies consistently among classes. Faculty can choose to announce attendance/make-up policies on the first day of class and reinforce this information on the class syllabus.

In a legal decision by the Office of Civil Rights (OCR), Case no. 09-96-2150 (OCR Region IX, 1996), attendance policies and classroom participation were addressed. OCR noted that it accords significant deference to a college's determination that attendance is essential in a particular course.

The Office of Civil Rights looks at Attendance in the following 6 ways:

1. Do student contributions constitute a significant component of the learning process?
2. Does the fundamental nature of the course rely upon student participation as an essential method for learning?
3. To what degree does a student’s failure to attend constitute a significant loss to the educational experience or other students in the class?
4. What does the course description and syllabus say?
5. What is the method by which the final course grades is calculated
6. What are classroom practice and policies regarding attendance?

Source: [http://ds.oregonstate.edu/faculty/guidelines.php#flexibilityknow](http://ds.oregonstate.edu/faculty/guidelines.php#flexibilityknow)
**Procedures for Verifying Disability-Related Absence**

The following procedure is used to verify disability-related absences. The Office of Student Accessibility Services does not excuse students with disabilities nor does it establish attendance policies; verification of disability-related absences notifies the instructors of legitimate absences due to a student's disability. The verification of disability-related absences does not usually apply to routine appointments to a health-care provider. Disability-related absences apply to hospitalizations, illness-related to a disability, and lengthy treatment processes (such as chemotherapy). This is determined on a case-by-case basis.

If the student is absent from class because of a disability-related circumstance such as those mentioned above, the student will need to provide verification of the absence from their health care provider to the professor or to the Office of Student Accessibility Services, per the arrangements made previously with the professor on the Attendance Accommodation Agreement Form. The documentation should establish the reason for the absence and its relation to the disability.

If the student encounters an unexpected disability-related circumstance, such as an emergency hospitalization or illness, he/she will notify the Office of Student Accessibility Services and his/her professors. The student will need to notify the instructors to arrange make-up work or other assignments.

Faculty is ultimately responsible for determining the weight and importance of class attendance and participation. Faculty determines if attendance and participation are integral components to the learning process. If the student is not meeting these requirements, then the student may not be "otherwise qualified" to attend school at this point in time.

The student may wish to medically withdraw if the student's health care provider, Dean and/or Counseling Center advises the student to do so.