**Class Attendance**

Flexibility in class attendance as an accommodation based on current documentation and is considered on a case-by-case basis:

Class attendance policies are not determined by the OSAS. The number of allowable absences depends on the interactive or participatory nature of a course, or is based on department, college or accrediting agency rules. Therefore, attendance policies are set by faculty at the college or departmental level.

If attendance is determined to be essential, then students need to work with the faculty to determine the maximum time that can be missed before compromising the integrity of the course/program, an **Attendance Agreement Form** needs to be filed out by the faculty and the student.

Similarly, faculty also determines policies regarding make-up work and missed quizzes and exams. Faculty is not required to lower or substantially modify essential course elements in order to provide an accommodation. OSAS can provide faculty information regarding the legitimacy of the absences which are based on appropriate medical and/or psychological documentation.

The student needs to listen closely to faculty announcements about attendance and make-up policies and procedures. Also, check your course syllabus for information about these issues.

**Flexibility with Attendance**

If attendance is determined to be essential, then the student working with the faculty to determine the maximum time that can be missed before compromising the integrity of the program is required.

**When is it Appropriate to Have Flexibility with Attendance as an Accommodation?**

When a student has a chronic condition with random or cyclical acute episodes, accommodations to attendance policies may be appropriate.

*Attendance accommodations should be established in advance, not retroactively.* Syllabi with detailed attendance, lateness or participation policies should be a cue to students to discuss this topic with the instructor at the beginning of the semester.

Please note that unexpected illness or injury, a recent diagnosis, onset, or change in condition rarely warrants accommodations in attendance policy. Rather, these conditions often warrant a withdrawal.