

observance or practice; provided such accommodation is reasonable and does not cause undue hardship.

Undue Hardship: A substantial burden in the overall context of the operation of the University. For example, an accommodation may be considered an undue hardship if it would interfere with the safe or efficient operation of the workplace or learning environment and/or would result in the inability of the employee or student to perform an essential function of the position or course of study. The University will not be required to cause a lack of necessary staffing; jeopardize security or health; or expend a significant amount of time or money. The determination of undue hardship is dependent on the facts of each individual situation, and will be made on a case-by-case basis.

Procedures for Students

The University grants students excused absences from class or other organized academic activities for observance of a sincerely held religious practice or belief as a religious accommodation, unless the accommodation would unduly compromise the student's ability to satisfactorily complete the course requirements or create an undue hardship on the University.

Students requesting a religious accommodation should make the request directly to their instructor with as much notice as possible. Students anticipating an absence or missed coursework due to a sincerely held religious practice or belief should use best efforts to inform their instructor in writing during the add/drop period.

Being absent from class or other educational responsibilities does not excuse students from keeping up with any information shared or expectations set during the missed class(es). Students are responsible for obtaining the materials and information provided during any class(es) missed. The student can work with the instructor to determine a schedule for making up missed work in a timely manner.

Other types of religious accommodation requests from students (e.g., regarding dining, housing, etc.) should be directed to the Associate Vice President of Student Life & Dean of Students (AVPSL).

