

CONFIDENTIAL DRAKE UNIVERSITY

Student Academic Accommodation for Flexibility with Attendance Request

The Student Disability Services office recognizes that attendance in courses varies widely and the information below has been communicated to the student:

- Each class/faculty has different attendance policies which may or may not be flexible
- Lab, discussion, group work and hands-on courses involve in-class learning that cannot be easily made up
- Some classes due to their structure may be able to provide more flexibility than other classes

Student Understanding:

- If I am approved for flexible attendance, I am still responsible for meeting all of the requirements of the class.
- If I am approved for flexible attendance, I understand it is not a free pass — any absences must be related to my qualifying condition and must be communicated to my instructor.
- I have discussed the following with my instructor and understand (please check the items discussed):
 - The parameters and expectations of the course, including participation requirements; The attendance policy and if there are exceptions
 - Whether there is a limit to the number of classes I can miss; Whether missing class compromises the progress of the group and/or class
 - Whether I am permitted to make up work, quizzes, or exams missed due to my qualifying condition and how I may make it up
 - How I should communicate and when I should communicate to the instructor if I need to miss class

If you have questions concerning the accommodation, please call the Access & Success office within 48 hours of receiving this form.

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