## Office of Accessible Education Disability-Related Rexibility in Attendance/ Assignments Agreement

Dear Professor,

The Office of Accessible Education (OAE) has determined flexibility in attendance/assignments as an appropriate academic accommodation for your student.

Students with this accommodation of disability-related flexibility in attendance/assignments have disabilities that are episodic in nature with random or cyclical acute episodes and as a result, the

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In order to provide the best information to OAE and for OAE to better understand the role attendance plays in the design of your course, we ask that you consider the following before completing this form:

to calculate the final grade? (attendance, assignments, exams, etc.)

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-related absences may be accommodated may include the ability to turn in assignments/papers late without grade penalty or the ability to make up any assignments or exams that have been impacted by the disability-related absence wi grade pen2T may

Flexibility in Attendance/Assignments Agreement must be completed by the student and professor for each course.

Please complete the following and return to rmorgan@agnesscott.edu within three days.

## Office of Accessible Education Disability-Related Hexibility in Attendance/ Assignments Agreement

Student Name:
Faculty Name:
Course Subject & Number:
1. Maximum number of unexpected disability-related absences allowed for this student for this course?  hi hould be i ddi io o wh i ed i he II bu). f hi i o li e cou e o o he e of cou e whe e e d ce doe o I o e A below. Fo II o he cou e be edific o ible
2. How and when will the student notify the instructor of an unexpected disability-related absence?  i uc o of di bili el ed b e ce ei he befo e o f e he mi ed d e io.
I do not take attendance and do not need to be notified unless the absence is on a day with an examily an exam is missed, please notify me by email within 24 hours of the missed exam, or as soon as you are able.
Please notify me by email within 24 hours of the missed class/lab, or as soon as you are able.
Other (Specify Below)
Additional Note or Comment

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3. This student may experience disability-related circumstances that may impact assignment due dates. How much additional time is approved for assignment extensions?

Turn in within 48 hours of due date
Turn in within 72 hours of due date
Turn in within one calendar week of due date
Other (Specify Below)

Additional Note or Comment

4. Policy for making up a missed exam, or in-class graded assignment given on the day of an unexpected disability-related absence (in most cases this should be a minimum of 24 hours): F cul hould I o edif i em il commu ic io he edific d e de dli e o m ke u mi ed e m d co  $\underline{\text{mo g}}$  @ g e  $\underline{\text{co}}$  .edu. Ple e o e ome m ke u will eed o occu o he followi g o d i ce OAEi do ed o weeke d .

Make up within 24 hours of due date
Make up within 48 hours of due date
Make up within 72 hours of due date
Make up within one calendar week of due date
Other (Specify Below)

Additional Note or Comment