



Instructors Providing Accommodations for Students with Disabilities Under an Attendance Leniency Accommodation

Student Access Services (SAS) is thankful for the implementation of accommodations for students with disabilities. Thank you for taking the steps necessary to help them receive equal access to programs and the educational opportunities in the classes that make a difference.

SAS would like to offer some guidance in the implementation of absence leniency for students with disabilities who have documented conditions/disabilities that may hinder class attendance.

SAS suggests the following steps when a student comes to you with a signed letter from our office specifying, Absenteeism as an accommodation:

As with all accommodations, the process for students to initiate a request for attendance accommodations is through Disability Resource Center. When you see Attendance Leniency on a Course Accessibility Letter, we ask you to consider the role attendance plays in the design of your course. Please go through these guiding questions, and contact the DRC staff if you'd like us to work with you on this

- What is the course policy regarding attendance?
- Is the attendance policy applied consistently? Are there exceptions to the policy made for extenuating circumstances, such as athletics or religious observation?
- How much interaction is there between the instructor and students and among students during class?
- Do student contributions constitute a significant component of the learning process?
- Does the design of the course rely on student participation as a significant method for learning?
- To what degree does a student's failure to attend class compromise the educational experience of other students in the class?
- What is the method by which the final course grade is calculated?



If an accommodation is determined to be reasonable, SAS can work with you and the student to clearly specify:

- How and when the student should inform you when they will miss class
- How the student will make-up missed work, tests and exams
- The number of absences that would be reasonable
- Whether a late drop or grade of incomplete would be appropriate should absences become unexpectedly excessive.
- How will the student access missed information

Once the parameters regarding absence leniency and expectations have been established, complete the Attendance Leniency Communication form

Please note:

An accommodation in attendance is not reasonable if regular attendance is essential to the course and/or curriculum or the number of accommodated absences becomes excessive.

- You should never waive essential academic components of the course.
- Students who receive an attendance accommodation are responsible for all course work and do not have blanket permission to miss class.
- Requests for flexibility in assignment deadlines should be discussed separately and may or may not be determined to be reasonable.

If it is determined that the accommodation is unreasonable the faculty member must complete the [Faculty Petition for Review of Reasonable Accommodations Request](#).

Feel free to contact SAS at 575-835-6451 or access@nmt.edu

