

Student Responsibilities

Maintain regular contact with the instructor throughout the entire semester regarding the status of your condition.

Notify the instructor and Disability Services Office of any absences (in advance, if possible, or immediately after an acute episode).

Complete any missed work that occurs due to a disability related absence within the stated attendance policy.

Provide the Disability Services Office a copy of your syllabus for each of your courses, after the first disability related absence. This will help facilitate the implementation of your accommodation.

Contact the Disability Services Office to discuss options if your condition prevents you from attending class and/or completing coursework on a long-term basis.

DISABILITY SERVICES

734-384-4167

lal@monroecc.edu

Class Attendance/Flexible Deadlines Accommodations Students with Chronic Health Conditions

When a student has a chronic condition with **acute** episodes, modifications to class attendance policies and deadlines may be appropriate and should be considered on an individual basis. The student will still need to meet the essential functions of the class (like everyone else), which may or may not include attendance in the classroom and meeting certain deadlines. **Any absences beyond the stated policy require individual consideration and may involve a meeting with the instructor, student and a Disability Services Counselor to assess if a student can meet the essential functions of the class.**

Below are some examples **NOT COVERED** under this accommodation:

- A chronic medical situation is **NOT** an occasional headache, the flu, the common cold or acute recovery from an operation such as an appendectomy.
- Choosing to miss class to sleep in or hang out with friends is not part of this accommodation even if approved for it.
- A hectic lifestyle that impacts time available for academics (work schedule, taking care of kids, etc.)
- Students using this accommodation are encouraged to make every effort to attend class and work ahead whenever possible given the unpredictability of future medical situations.

Students should be aware that the intent of the accommodation is focused on providing flexibility in the case of a significant episode as a result of their disability. It is **NOT** meant to be used for an ongoing blanket extension for all assignments and/or exams in a class.

If attendance and meeting certain deadlines are essential functions of the class, then the student must attend and adhere to the attendance policy and meet any deadlines as written in the course syllabus. Examples of a class where attendance is an essential function would be a lab, a language pronunciation course, a discussion-based class or a class involving several student presentations.

If you have any questions or concerns regarding class attendance and flexible deadlines for students with disabilities, please contact our office at 734-384-4167.

I understand the student responsibilities and accept the conditions as stated.

Student Signature _____

Date _____ Counselor Initials _____