

**THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES  
NOTICE OF PROPOSED REGULATION**

**REGULATION NUMBER AND TITLE:** FPU-3.009 Reasonable Accommodations for Religious Observances, Practices and Beliefs

**SUMMARY OF THE REGULATION:** This regulation provides the guidelines to be followed in order to allow for reasonable accommodations to be made for students' religious observances, practices and beliefs.

**TEXT OF REGULATION:** The full text of the Proposed Regulation can be viewed below and on the Florida Polytechnic University Board of Trustees website, at

<http://floridapolytechnic.org/board-of-trustees/university-policies-and-regulations/>.

If you would like a copy of the Proposed Regulation, please contact Bacogie Luke, Administrative Assistant to the VP and General Counsel at (863)583-9061.

**AUTHORITY:** Board of Governors Regulation 1.001, 6.0115

**NAME OF PERSON INITIATING PROPOSED REGULATION:** Ghazi Darkazalli, VP of Academic Affairs

ANY PERSON SEEKING TO COMMENT ON THE PROPOSED REGULATION MUST SUBMIT COMMENTS IN WRITING TO THE CONTACT PERSON LISTED BELOW. ALL WRITTEN COMMENTS MUST BE RECEIVED BY THE CONTACT PERSON WITHIN 14 CALENDAR DAYS OF THE DATE OF PUBLICATION OF THIS NOTICE.

**THE CONTACT PERSON REGARDING THIS REGULATION IS:** Bacogie Luke, Administrative Assistant to the VP and General Counsel at 439 South Florida Avenue, Suite 300, Lakeland, Florida 33810, Email: [bluke@floridapolytechnic.org](mailto:bluke@floridapolytechnic.org), Phone: (863)583-9061, Fax: (863)583-9070.

**DATE OF PUBLICATION:** March 7, 2014

THE FULL TEXT OF THE PROPOSED REGULATION IS PROVIDED BELOW:

### **FPU-3.009 Reasonable Accommodations for Religious Observances, Practices and Beliefs**

**(1) Purpose.** The University will reasonably accommodate the religious observances, practices, and beliefs of individuals in regard to admissions, class attendance, and the scheduling of examinations and work assignments.

**(2) Scheduling Major Exams and Major Assignments.** When feasible, the University and faculty will seek to avoid scheduling major examinations, major assignments, and university ceremonies on major religious holy days. For the purposes of this regulation, a recognized religious holy day is a significant day of religious observance as recognized by the highest governing body of that particular religious faith.

**(3) Review of Course Requirements.** Students should review course requirements and meeting days and times before a semester begins in order to avoid foreseeable conflicts with religious observances, as excessive absences in a given term may make it difficult for a student to successfully complete the academic requirements of a course.

**(4) Excused Absences.** A student who wishes to observe a religious holy day of his or her religious faith shall notify all of his or her instructors in advance and shall be excused from classes or other academic or educational activity for the purpose of observing the religious holy day. The student must notify his or her instructor at the beginning of the term if he or she intends to be absent for a class or announced examination in accordance with this regulation. The student is responsible for any material covered during the absence and any work missed, but the student shall be permitted a reasonable amount of time to complete such assignments. The specific timing for making up the work will be left to the discretion of the instructor. Students who are absent because of religious observances are not to be penalized for such absences.

**(5) Redress.** Any individual who believes that he or she has been unreasonably denied an educational benefit pursuant to this regulation due to his or her religious beliefs or practices may seek redress by filing a grievance for failure to provide a religious accommodation through the University's established Academic Grievance Procedures, as provided in the Student Handbook.

*Authority: BOG regulations 1.001, 6.0115*

*History: NEW\_\_\_\_\_.*