

## STUDENT AGREEMENT: Flexibility With Class Attendance

### Academic Policy Regarding Class Attendance:

Regardless of course format, Albright College considers regular attendance, participation, and interaction with the instructor and other students to be essential components of successful learning in an Albright class. As the catalog states, “Classes are conducted for the benefit of students, and students must attend regularly and participate in class activities... Attendance requirements vary according to the nature of the instruction offered in the course. Instructors may impose specific attendance requirements...” [Attendance Policy eff 11/2018 – Albright College](#)

### Statement from the office of Student Accessibility and Advocacy (SAA):

Consistent with the academic policy above, SAA encourages students to attend all classes; however, we know that some students have symptoms or conditions that may make them unable to attend class at times. These students can receive accommodations but still must meet the essential requirements of the course. Students who have been approved for a “flexibility with class attendance” accommodation should provide an Academic Accommodation Letter (AAL) to their instructors and meet with each instructor individually to determine how the student will meet course requirements. The following information clarifies this accommodation.

### Student Responsibilities:

*Please initial each statement below to confirm that you have read, understood, and agree to, each component of this accommodation.*

\_\_\_\_\_ All students, regardless of disability status, are responsible for fulfilling the essential requirements of a course. This includes communicating with the instructor and knowing and understanding the specific policies regarding attendance and the make-up of any assignments, tests, etc. according to the course syllabus. Please see your course syllabus and consult with your instructor for further information regarding other course requirements.

\_\_\_\_\_ Students’ grades may be negatively affected in some courses (such as lab sciences, foreign languages, and seminar courses) in which class participation and/or attendance are an essential part of the grade.

\_\_\_\_\_ Students who are given the accommodation for “flexibility with class attendance” must discuss this accommodation with each instructor at the start of each semester. These discussions should help the student and instructors understand how the student can meet the essential requirements of the course. **This includes class participation and attendance requirements.** Students and instructors can consult with the director of SAA for further information and assistance. Students should meet instructors during office hours or schedule an appointment. The SAA Office will indicate the student’s accommodation on the AAL to facilitate this process.

\_\_\_\_\_ In each individual instance, it is the student’s responsibility to notify instructors of their inability to attend a class, complete assessments/exams, or submit assignments. The student must notify the instructor **before** the class or assignment/assessment deadline, or as soon as possible.

