

Disability-Related Absences

Punctual and regular attendance is essential for the successful completion of courses at Nipissing University. According to the [Academic Policies and Regulations](#) of the institution, absenteeism should not exceed 20% of classes, or the student may be excluded from writing the final examination. Faculty have the right to establish attendance requirements and these are specific to each course and included in the course syllabus. The number of allowable absences depends on the interactive or participatory nature of the course, lab or practicum, and/or is based on department or program rules.

The university recognizes that some students have disabilities that are episodic in nature with random or cyclical acute episodes, and as a result, the disability may occasionally impact the student's ability to attend class. However, if regular attendance is deemed to be essential to the course and/or curriculum or if the number of accommodated absences becomes excessive, then the student may be asked to consider alternative options such as course withdrawal, if applicable. Students should consider their disability-related symptoms when scheduling classes (e.g. when possible, scheduling of classes in the afternoon if symptoms present mostly in the mornings, choosing online courses, etc). When classes are missed, students have the responsibility of completing all coursework and faculty are not obligated to re-teach material missed due to not attending class. Classes missed due to disability-related reasons are addressed on a case by case basis between the student, Accessibility Consultant, and faculty. Note that students are still expected to attend tests and exams. Should a student miss a test or exam for disability-related reasons, additional medical documentation will be required.

Procedures:

1. A student with a disability who feels that they will have difficulty attending classes due to disability-related reasons must provide SAS with documentation from a qualified healthcare professional indicating attendance as a functional limitation related to their disability.
2. The student will speak with each of their faculty within the first two weeks of each semester or as soon as the condition is known, to discuss their situation and to clarify the class attendance policy with regard to meeting course requirements.
3. The student is responsible for contacting the faculty member and Accessibility Consultant **by email** as soon as possible **each time** a disability-related absence will occur/has occurred and, as necessary, inform the faculty member when they will return to class. If the student is unable to contact faculty (hospitalization, etc), the Accessibility Consultant may contact faculty on a student's behalf. NOTE - The student is responsible for adhering to all scheduled deadlines for class assignments and tests. If the student has missed a deadline due to a disability-related absence, the student, as soon as they are able, should contact the faculty to discuss the possibility of submitting the work. Request for accommodation must be timely and reasonable. **Additional medical documentation will be requested in the event of a missed test.**
4. If at any point during the semester, the faculty member believes that the student's absences from class jeopardize academic integrity or conflict with the essential requirements, the faculty member should contact the student's Accessibility Consultant.