

DSR Guidance: Modified Attendance Due to Condition

Modified Attendance: A chronic yet unpredictable disability may cause a student to miss class more than expected. If this happens, please consider allowing the student to submit assignments and makeup exams that were missed during their time away. It is understood that attendance is mandatory for some classes, and this accommodation may not be reasonable in those cases. It is important for instructors to remember that providing reasonable accommodations for a student with a disability does not guarantee success in a course. If you need assistance determining what would be appropriate, if absences become excessive, or if absences affect course integrity, please contact the student and DSR advisor. Additional guidance can be found on the DSR faculty FAQ:

<https://www.gvsu.edu/dsr/faculty-and-staff-portal-134.htm#FAQ>

- **Assignment Deadlines:** DSR suggests an extra 24 hours to submit assignments electronically.
- **Missed Tests/Exams:** Tests/Exams should be completed before the next class meeting (DSR suggests 1 to 2 make up tests/exams per semester). DSR can assist with test proctoring.
- **Graded Attendance:** If attendance is factored into grading, please consider allowing a reasonable number of additional absences (DSR suggests 1 to 2 days) before penalization. The student will contact you as soon as possible if they will be absent for a disability-related reason. This absence should be considered excused. If the student does not contact you, your attendance policy should be applied to the absence.
- **Tardies/Lateness:** If necessary, please determine a reasonable number of tardies. DSR suggests 2-3 per semester. The student will contact you as soon as possible if they will be late for a disability-related reason. This lateness should be considered excused. If the student does not contact you, your attendance policy should be applied to the tardiness.
- **Lecture/Class Content:** DSR recommends that students get notes from a classmate or access available lecture slides. Other options can be considered, if appropriate.
- **Groupwork:** Students must make arrangements with other group members for continued contributions to group assignments. Group contributions are not excused, but a reasonable alternative schedule for group contributions can be created. If students do not contact their groups, course policies should be applied.
- **Graded Participation:** DSR recommends either waiving participation grades during disability related absences, or requiring an equivalent alternate assignment. If the student does not contact you, your participation policy should be applied.
- **Academic Courtesies:** Faculty have the flexibility to assist students with academic courtesies. Any flexibilities outside of these suggestions are courtesies and not accommodations due to a disability. Please discuss the differences with students to prevent setting a precedent for the student's other classes.