

ADMINISTRATIVE RULES

Title: RELIGIOUS OBSERVANCES BY STUDENTS	Identification: 6HX-10-5.10
	Page: 1 of 2
	Effective Date: 10/15/03
Authority: SBE 6A-14-.0261 FS 1001.64; 1001.65; 1006.53	Signature/Approval: Dr. Gwendolyn W. Stephenson

PURPOSE

This rule establishes policy to provide reasonable accommodations for the religious observance, practice, and belief of individual students regarding admission to, class attendance, and scheduling of examinations and work schedules at Hillsborough Community College.

RULE

Hillsborough Community College will reasonably accommodate, without penalty, the religious observances, practices and beliefs of students with regard to the admission, class attendance and scheduling of examinations and work assignments at the College. Students will give each instructor or other appropriate College personnel reasonable notice at least one week prior to an intended religious observance and arrange to complete any missed assignments, work and/or tests.

With policy direction from the Board of Trustees, the College President authorizes the development and maintenance of procedures to accommodate the religious observance of students.

1. The College policy provides for reasonable alternative means for students to carry out their responsibilities as students when their religious observance interferes with:
 - A. Admission and registration
 - B. Attendance in class, class activities, examinations, and official ceremonies.
 - C. Classwork assignments.
2. The procedures shall provide for:
 - A. Students to notify instructors in advance of absences to observe religious holy days in their own faith, and to be excused for such absences without penalty.
 - B. Students to be held responsible for material covered during their absences, with reasonable time provided to complete make up assignments.
 - C. Scheduling major class assignments, major examinations, and official ceremonies on other than major religious holy days whenever practicable.

ADMINISTRATIVE RULES

Identification: 6HX-10-5.10	Page: 2 of 2	Effective Date: 10/15/03
---------------------------------------	------------------------	------------------------------------

- D. A grievance procedure by which students may seek redress when they believe they have been unreasonably denied educational benefits due to their religious beliefs or practices.

History:

Adopted: 10/19/88. Revised: 3/16/94; 10/15/03. Formerly: 6HX-10-3 .101.