

REGISTRATION AND ATTENDANCE

FC
(LOCAL)

The District President or designee will develop procedures addressing registration and attendance requirements, including procedures for all excused absences consistent with applicable law.

The registration and attendance procedures will be published in the College District catalog, official bulletins, website and other appropriate Districtwide publications.

Purpose

Collin College is committed to providing an academic environment that is respectful of the religious beliefs, if any, of its students, in accordance with state and federal laws and regulations. The purpose of this policy is to ensure reasonable accommodations will be provided to students whose sincerely held religious beliefs conflict with a Collin College policy, procedure, and/or program or academic requirement. The purpose of this policy is to also help ensure compliance with students' observance of religious holy days in accordance with state law. [See FC(LEGAL)]

Definitions

For purposes of this policy, the following definitions apply.

A "religious accommodation" is a reasonable adjustment to an academic or clinical program of the College District.

A "religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Tax Code 11.20 as defined in FC(LEGAL).

An accommodation may cause "undue hardship" if it is an action or request that would pose an unreasonable burden or significant difficulty or expense to the College District considered under the factors allowed by law. The determination of undue hardship is dependent on the facts of each individual situation and will be made on a case-by-case basis.

A "fundamental alteration" is a change to an academic course, program, service, or activity of the College District that significantly changes the essential nature of the academic course, program, service, or activity (i.e., course design or degree requirements).

Attendance Accommodations for Religious Holy Days

The District President or designee will develop procedures for addressing excused absences of students, including for absences due to religious holy days, consistent with applicable law. The procedures will be published in the student handbook, catalog, and/or official publications of the College District.

Consistent with state law and regulations, if there is a disagreement about the excused absence for the observance of a religious holy day or about the reasonable time to complete a missed assignment or examination, either the student or the faculty member may request a ruling from the District President or designee. The

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student and the faculty member will abide by the decision of that individual.

Religious accommodation requests of students in clinical programs of the College District will be evaluated on a case-by-case basis. Religious accommodation requests that cause an undue hardship to the College District, result in a fundamental alteration of course or clinical requirements, or are objectively unreasonable will not be granted.

Religious accommodation requests of students in a clinical program that involve patient care may depend on the requirements imposed by external hospitals and clinical partners where the clinicals or labs are hosted. A religious accommodation in a clinical program may require placement at a different hospital or clinical partner, if available. If not available, granting the religious accommodation may delay the student's completion of the clinical program.

The District President or designee will develop procedures addressing religious accommodations in clinical programs that involve patient care, consistent with law, for students whose sincerely held religious beliefs conflict with a Collin College policy, procedure, and/or program or academic requirement.

To request a religious accommodation in a clinical program that involves patient care, a student must submit the appropriate form to the Accommodations at Collin College for Equal Support Services (ACCESS) Office.