

## RVC Board Policy 4:20.130

### Religious Observance

The College recognizes and respects the diversity of religious beliefs and practices of its students in accordance with the *University Religious Observances Act, 110 ILCS 110/0.01 et seq.*

The College will reasonably accommodate the religious observance of individual students in regard to admissions, class attendance, and the scheduling of examinations and work requirements. Reasonable accommodations will be made by the instructor for students which may include providing a makeup test, altering assignment dates, permitting a student to attend another section of the same course for a class period or other reasonable accommodations. Instructors are not responsible for teaching material again. Instructors will inform students of this practice at the beginning of each semester so that arrangements can be made accordingly.

**Requirement of Advance Notification:** Advanced notice of intended absence for major religious observance is required in order to ensure appropriate accommodations may be made. Students must notify instructors at least five calendar days prior to the absence for religious observance.

**Grievance Procedures:** A student may contact the Dean of Students in the event that reasonable accommodations have not been made in accordance with this policy. The Dean of Students will work with the faculty member and appropriate academic administrator(s) to work toward a reasonable accommodation for religious observance.

**Reference:** Board Report 6990

**Implemented:** April 2, 2013

**Revised:** April 8, 2014