

OFFICE OF DISABILITY SERVICES

Bristol Community College • 777 Elsbree Street • Fall River, MA 02720 • (508) 678-2811

Bristol Community College Office of Disability Services

Disability-Related Absences

The BCC Office of Disability Services may determine that a student's disability documentation entitles the student to a modification of the usual course attendance policy. Modifications of course attendance policies will be determined on an individual, case-by-case basis depending upon, among other factors, the extent to which the supporting medical documentation justifies the need for modification to an attendance policy.

Bristol Community College considers attendance to be integral to the pedagogic (teaching and learning) process. Faculty members determine classroom policies regarding attendance, conduct, make-up work, missed quizzes and exams in their classes, and are not required to make fundamental changes to course or program standards for accommodation purposes.

The student utilizes the accommodation plan to initiate discussion with his or her professors. The classroom attendance policy, procedures for notifying professors about absences, and make-up policies and procedures should all be discussed by the student and faculty member (and in consultation with the student's Office of Disability Service's Learning Specialist when necessary). A determination should be made as to how the student's academic progress may be affected by absences within a particular course or field of study.

Students are responsible for reporting absences directly to their professors in accordance with professors' attendance policies. Students are also advised to closely follow faculty announcements about attendance, make-up policies and procedures. Students should also check course syllabi for additional information about these issues.

Regular attendance in class, laboratory and/or other required activities for which credit is given is expected of all students according to the guidelines established by individual faculty members. Faculty members may drop students from their classes or other appropriate action may be taken if absences have exceeded the course's or the college's stated attendance policy unless alternative arrangements are made.

A complete description of Bristol Community College's Class Attendance and Absences Policy can be found in the Bristol Community College Academic Handbook (<http://www.bristolcc.edu/students/studentlife/studenthandbook/academicpoliciesandotherinformation/>)

Student

Date

Learning Specialist

Date