



University Community (faculty, staff and students)

SUBJECT (R*)	EFFECTIVE DATE (R*)	POLICY NUMBER (O*)
OBSERVANCE OF RELIGIOUS HOLY DAYS	May 17, 2016	320.098

POLICY STATEMENT (R*)

It is university policy that instructors reasonably accommodate students because of observation of religious holy days. The student shall be given a reasonable amount of time to complete coursework and/or assignments missed during their approved absence. The approved make-up assignment must be equivalent in content, type, and grading scale to the missed coursework and/or assignment.

REASON FOR POLICY (O*)

To state the policy on observance of religious holy days in accordance with the minimum requirements of the Florida Board of Governors.

RELATED INFORMATION (O*)

AUTHORITY/SOURCE
 Florida Board of Governors Regulations 1.001 and 6.0115
 FIU Regulation 105
 Provost and Vice President for Academic Affairs

PROCEDURES (O*)

A student who desires to be excused from class to observe a holy day of his or her religious faith should notify all of his or her instructors preferably upon receipt or access to the syllabus, and no later than two weeks before the religious holy day.

If a student feels that an instructor has not complied with this policy, he/she may file a complaint of discrimination with the Office of Equal Opportunity Program and Diversity in accordance with FIU Regulation 105.

This policy and related procedures will be included in the Student Handbook, Undergraduate Catalog, Faculty Handbook, and Graduate Catalog.

HISTORY (R*)

Academic Affairs Policy 2.56.

<p>RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT (R*)</p> <p align="center">Division of Academic Affairs Florida International University</p> <p>RESPONSIBLE ADMINISTRATIVE OVERSIGHT (R*)</p> <p align="center">Office of the Provost 11200 S.W. Eighth Street, PC 526 Miami, Florida 33199 Telephone Number: (305) 348-2151</p>	<p>The University Policies and Procedures Library is updated regularly. In order to ensure a printed copy of this document is current, please access it online at www.policies.fiu.edu.</p> <p>For any questions or comments, the “Document Details” view for this policy online provides complete contact information.</p>
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***R = Required *O = Optional**