

Religious Observance Accommodation Request

Accommodating Religious Observances

Illinois law requires the University to reasonably accommodate its students' religious beliefs, observances, and practices in regard to admissions, class attendance, and the scheduling of examinations and work requirements. This policy outlines the procedure that students should follow in requesting an accommodation. The policy attempts to strike a reasonable balance between accommodating religious observances of students and meeting the academic needs and standards of the University. Please complete the Request for Accommodation for Religious Observances form. To aid in planning, we request that this form be submitted by the student to the instructor/professor of the course and the Office of the Dean of Students (helpdean@illinois.edu) by the end of the second week of the course in the semester in which the request applies. In the case of exams or assignments that are scheduled after the first two weeks of the semester, students should submit the Request for Accommodation for Religious Observances form to the instructor/professor of the course and the Office of the Dean of Students as soon as possible.

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Request for Accommodation for Religious Observances

This form should be submitted by the student to the professor and the Office of the Dean of Students by the end of the second week of the course in the semester in which the request applies. A separate form must be submitted for each course in which an accommodation is needed.

Student Name:

Student UIN:

Date Submitted:

Student Phone:

Student Email:

Course Name and Number:

Course Department:

Instructor Name:

Name of Holiday/Practice/Observance:

Name of Religion:

List the day(s), date(s) and time(s) of religious observance (e.g., “sundown Friday November 22, 2016, through sundown Saturday November 23, 2016”).

Briefly state the requirements associated with this religious observance which will prevent you from attending class, taking an examination or fulfilling other academic requirements. (e.g., “Because work is prohibited on this holiday, students observing it are not to attend classes, take examinations, or perform other class requirements”).

I request accommodation for the religious holiday/observance/ practice described above. I understand that providing misleading information to a University official is a violation of the University of Illinois Student Code §1-302 Rules of Conduct (g) Providing false or misleading information to a member or agent of the University acting in the performance of his or her duty.

Student Signature

Date