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IV-8 Absences from Class

(Amended 9/93; 8/9/19)

Effective August 9, 2019, this policy has been revised. The policy on Absences for Religious Holy Days, now IV-8.2, has been moved, with minor revisions, from [III-22.10](#). The policy on Absences Following Athletic Victories, formerly IV-8.2, has been removed. For the most current version of this policy, return to [IV-8](#).

8.1 General

(Amended 8/9/19)

Each college within the University is free to establish its own rules and regulations concerning absences from class. However, University regulations require that students be allowed to make up examinations which have been missed due to illness, ~~mandatory~~ religious ~~obligations~~ holy days, or other unavoidable circumstances or ~~other~~ University-sponsored activities. ~~Students should work with faculty regarding making up other missed work, such as assignments, quizzes, and classroom attendance.~~

Policies regarding conflicts between examinations scheduled outside of class, regularly scheduled exams, and regularly scheduled courses are described in the current Schedule of Courses.

8.2 Absences for Religious Holy Days

(3/99; amended 11/00; 8/9/19)

The University is prepared to make reasonable accommodations for students whose religious holy days coincide with their ~~work~~ classroom assignments, test schedules, and classroom attendance ~~expectations~~. Accommodations will be made in a manner which is consistent with the University Policy on Human Rights (see II-3) and does not unfairly burden ~~employees~~ ~~instructors~~ and students.

- a. Excused absences. ~~With regard to classroom attendance,~~ Students who notify ~~the faculty (including teaching assistants)~~ their instructor of a religious holy day conflict ~~in a timely manner~~ shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. ~~Where attendance is mandatory, students compelled by their religious convictions to refrain from attending class on specific days must notify their instructors during the first few days of the semester or session, and no later than the third week or one week before the absence if a conflict occurs before that time.~~ Students must notify their instructors during the first few days of the semester or session, and no later than the third week of the semester. If the absence will occur within the first three weeks of the semester, the student should notify the instructor as soon as possible.

Students who notify their instructors of a religious holy day conflict ~~in a~~

~~timely manner within the timeframe above~~ shall be permitted a reasonable amount of time to make up the material or activities covered in their absence, including tests. Students who receive an exemption on religious grounds cannot be penalized for failing to attend class on the days exempted. The instructor may, however, appropriately respond if the student fails to satisfactorily complete any alternative assignment or examination.

Students with attendance conflicts may be required to notify an instructor in writing. An instructor who requires written notice must inform the class of this expectation in the class syllabus. An instructor may deny a student's request for an excused absence on the ground that the request was not made within a reasonable time period, that is, no later than the third week of class or ~~one week before the absence if a conflict occurs before that time~~ as soon as possible if the absence will occur within the first three weeks of the semester.

- b. Denial of requests. In those cases where a request for an excused absence based upon a religious holy day conflict is denied by the instructor, a student may pursue a grievance under "Student Complaints Concerning Faculty Actions" (see [General Regulations Applying to Students and Policies and Regulations Affecting Students](#)). Where a timely request is made but denied by the instructor, the grievance process shall be expedited as much as reasonably possible to ensure that a student pursuing a religious holy day accommodation is not unduly disadvantaged by the passage of time.

~~8.2 Absences Following Athletic Victories~~

- a. ~~General. The desirability of wholesome interest in and enthusiasm for activities sponsored by the University is fully recognized. If this interest and enthusiasm should find expression in group activities, arrangements for such programs should be made through the proper administrative channels, should reflect the wishes of the entire student body, and should not interfere with regularly scheduled University classes.~~
- b. ~~Policy. It is the definite policy of the University to recognize only those holidays specifically provided for in the official calendar prepared by the appropriate committee appointed by the President under authority granted by the Board of Regents, State of Iowa. It is contrary to University policy to grant holidays from classes following athletic victories, and such holidays will not be approved.~~