**Relaxed Attendance Reminders:**

Relaxed attendance does not mean that you can miss all or most classes.

Relaxed attendance does not guarantee that you will pass the class.

You are still responsible for the notes and the work.

The ONLY absences falling under this policy are those directly related to your ADA approved disability. Try to save all of your absences for when it is necessary to miss due to this illness.

You are still responsible for all course requirements. Due to the differences in course learning objectives, requirements, and outcomes, relaxed attendance may look differently in different classes. What may be reasonable in one class may not be reasonable in another. For example each absence has a great impact in labs which occur only once a week, in courses with high student participation (which is graded), in courses with group work and/or peer review of work, and in courses with required hours of field work. Your professor and I may review course learning objectives, requirements, and outcomes and conclude that relaxed attendance is not a reasonable accommodation for that specific course.

**Recommended Strategies:**

1. Work ahead as much as possible in all classes. This will decrease the impact of a disability-related absence.

2. Discuss with each professor how and when you need to communicate that you will miss class. It is best to call and/or email as soon as you know you are unable to attend that day.

3. Discuss with each professor what to do if you are sick on the day of a quiz/test/exam. ARC staff is willing to proctor any missed quizzes, tests or exams for your professor.

4. Discuss with each professor what to do if you are sick the day an assignment is due – perhaps your professors would accept the assignment via email.

5. Schedule your course labs early in the week so that you can ask to attend another section if you miss yours. In your meeting regarding accommodations, ask your professor if you can attend another section if you miss your lab.

6. When possible, schedule doctor appointments around your course schedule.

7. If your health declines, communicate with ARC so that we can discuss options such as withdrawing for extenuating circumstances (WX).