

RELIGIOUS HOLIDAYS POLICY

Approved by: Academic Coordinating Committee

Authorizer: Vice President, Student Affairs

Reference Code: SA17 V1

Effective Date: 3/5/2014

POLICY STATEMENT:

It is Conestoga's policy that students who want to observe recognized religious holidays at times when academic requirements conflict with those observances will be accommodated. This policy is intended to ensure that both faculty and students are fully aware of their rights and responsibilities in the accommodation of students' religious observances.

SCOPE:

This policy applies to students in all programs and courses.

DEFINITIONS:

Holy Day

A day when a religious holiday is observed.

Recognized Religious Holiday

Conestoga recognizes all religious holidays as defined by the College Employer Council - see <http://www.thecouncil.on.ca/articles/150>

POLICY ELABORATION:

Students are permitted by Conestoga policy to be absent from class to observe a recognized religious holiday. This reflects Conestoga's commitment to being responsive to our increasing diversity and to enabling students' spiritual development.

Any student who is unable to attend classes or participate in any examination, study, or work requirement on some particular day or days because of his or her religious beliefs must be given the opportunity to make up the work that was missed or to do alternative work that is intrinsically no more difficult than the original exam or assignment. Upon request and timely notice, students shall be provided reasonable accommodation.

The student must seek accommodation for religious observances in writing within the first three weeks of the semester and prior to the date of assessment that falls on the religious holiday. Exceptions based on extenuating circumstances must be approved by the Chair. It is the responsibility of the faculty member to clearly state the students' obligation in this regard at the beginning of the semester and in the program information.

REFERENCES:

Religious Holidays Procedure

REVISION LOG:

Policy and Procedure Committee – Approved on February 4, 2014

Academic Coordinating Committee – Approved on March 5, 2014