

UNIVERSITY OF WEST FLORIDA
NOTICE OF PROPOSED REGULATION

REGULATION TITLE: UWF/REG-3.041 Religious Observances

SUMMARY: Florida Board of Governors Regulation 6.0115 requires the university to adopt a regulation which reasonably accommodates the religious observance, practice, and belief of individual students in regard to admissions, class attendance, and the scheduling of examinations and work assignments. This new regulation fulfills the requirements of the BOG regulation by setting forth the policy which allows students to be excused from class to observe religious holy days as well as outlining the grievance procedure in place to address denials of the benefits of this regulation.

AUTHORITY: Florida Board of Governor's Regulations 1.001 and 6.0115.

NAME OF UNIVERSITY OFFICIAL INITIATING PROPOSED REGULATION:

Dr. Chula G. King, Provost

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS:

James Felder, Associate General Counsel, jfelder@uwf.edu, Phone (850) 474-3420; FAX (850) 857-6058; Bld. 10/Rm 128; 11000 University Parkway; Pensacola, FL 32514-5750. All comments regarding the proposed regulation amendment must be sent in writing to the contact person on or before November 23, 2010 to receive full consideration.

THE DATE THIS NOTICE WAS POSTED ON THE UWF BOARD OF TRUSTEES WEBSITE:

November 8, 2010

THE FULL TEXT OF THE PROPOSED REGULATION IS SET FORTH BELOW:

**University of West Florida Regulation
UWF/REG-3.041 Religious Observances**

- (1) The University of West Florida will reasonably accommodate the religious observances, practices, and beliefs of individual students in regard to admissions, class attendance, examinations and work assignments.
 - a) Students seeking to be excused from class or an announced examination for religious observance must notify their instructors at the beginning of each academic term.
 - b) Students will be held responsible for any material covered during such excused absences, but will be permitted a reasonable amount of time to complete any work missed. The specific timing for making up the work will be left to the discretion of the Instructor.
 - c) Students should review course requirements and meeting days and times to avoid foreseeable conflicts, as excessive absences in a given term may prevent a student from successfully completing the academic requirements of a course.
- (2) Students who are absent from required University activities because of religious observances must notify appropriate University officials in order for the absence to be excused. Students may be held responsible for making up such activities, but will be permitted a reasonable amount of time to complete them.
- (3) Students who believe that they have been unreasonably denied an educational benefit due to their religious beliefs or practices may grieve through the Student Grievance System or through the University Discrimination, Harassment and Retaliation policy. These policies are located in the Student Handbook at:

<http://www.thezonelive.com/zone/public/6/schoolHome.asp?i=12706>

Authority: BOG Regulation 6.0115. History: New _____.