

Allegany College of Maryland
STUDENT & LEGAL AFFAIRS – Title IX

INFORMATION: MEDICALLY NECESSARY ABSENCES GUIDANCE FOR FACULTY AND STUDENTS

Students are responsible for

- attending class in accordance with the Academic Regulations* and course syllabus/program requirements;
- completing course/program content and meeting the learning objectives for each course/program; and
- their own health. Students should always consult a qualified health care provider if a health or medical condition interferes with the students' ability to regularly attend class or to participate in an essential class/program function.

Medically necessary absences should be excused if the necessity is obvious and/or with documentation* from a qualified health care provider who affirms the absence is *medically necessary*.

*The instructor reserves the right to reject questionable documentation and/or to require the student to provide supplemental verification that any absence was medically necessary. Any student who submits fraudulent documentation may be referred to the Dean of Student & Legal Affairs for disciplinary action – in addition to appropriate academic consequences (e.g., not excusing the absence, not permitting make-up work, diminished grade, or other appropriate instructional measure).

Not every cold needs medical documentation, so students would be wise to attend every class in case they develop a medical condition that requires them to miss class. These provisions apply to major medical events or *bona fide* health conditions where attendance is simply not possible. Routine medical appointments should be scheduled at a date/time that do not conflict with classes and related academic obligations/requirements. Students are responsible for meeting the requirements to communicate/report absences to their instructors and clinic/intern sites.

The student remains responsible for course content including assignments, quizzes, tests, group projects, labs, clinical site hours, and other academic and technical standards that are essential to the educational purpose or objective of a program or class (ie., essential functions). **It is the student's responsibility to contact the instructor to develop a plan due to missing class.** Plan options include but are not limited to course excused absences w/o penalty, assignment extensions, test extensions, remote learning if possible, incomplete grade(s), and "X" grades. In some circumstances, a student's only recourse is to medically withdraw from a class/program.

It is the student's responsibility to satisfy these expectations and to satisfy the academic and technical standards as well as the learning outcomes of each course/program.

Students will be given information about the academic and technical standards that are essential to the educational purpose or objective of a program or class (ie., essential functions). as well as any risks to health/safety or hazardous materials (including chemicals, tools, equipment, etc.) that will be used in the course/program, to which students may be exposed, and which present a known or reasonably foreseeable risk to health and safety. Students who have health/medical concerns related to the academic and technical standards or to health/safety risk or hazardous materials should consult their own qualified health care provider about participation in the course/program. who choose to participate in a class or program activity against the advice of a qualified health care provider shall be permitted to do so at their own risk.

Students who have a condition or a disability (permanent or temporary) for which reasonable accommodations are needed may request accommodations by contacting Academic Access & Disability Resources; documentation will be required. Students whose pregnancy/childbirth require accommodations should contact the Title IX Coordinator who will consult Academic Access & Disability Resources as appropriate.

*Academic Regulations: Section U (See Student Handbook)