

3356-8-09 Religious accommodations of students.

Responsible Division/Office: Academic Affairs
Responsible Officer: Vice Provost for Academic Administration and
Student Outreach Support
Revision History: **New**
Board Committee: Academic Excellence and Student Success
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Next Review: 2028

- (A) Policy statement. It is the policy of Youngstown state university (university) to recognize that diversity comes in many forms including religious diversity. In order to support our students and their diverse beliefs, the university adopts a policy consistent with Ohio Revised Code 3345.024, “The Testing Your Faith Act.”
- (B) Purpose. The purpose of this policy is to establish procedures to reasonably accommodate the sincerely held beliefs and practices of individual students with regard to all examinations or other academic requirements and absences for reasons of faith or religious or spiritual belief system.
- (C) Parameters. Students may be absent for up to three days each academic semester to take holidays for reasons of faith or religious or spiritual belief system or participate in organized activities conducted under the auspices of a religious denomination, church, or other religious or spiritual organization. The university shall not impose an academic penalty as a result of a student being absent as permitted under this policy.
- (1) The university will provide students with reasonable alternative accommodations with regard to examinations and other academic requirements missed due to an absence described in this policy if both of the following apply:
- (a) The student’s sincerely held religious belief or practice severely affects the student’s ability to take an examination or meet an academic requirement; and

- (b) Not later than fourteen days after the first day of instruction in a particular course, the student is required to provide the instructor with written notice of the specific dates for which the student requests alternative accommodations.

(D) Procedures.

- (1) Instructors' responsibilities.
 - (a) Instructors will accept without question the sincerity of a student's religious or spiritual belief system
 - (b) Instructors shall keep requests for alternative accommodations confidential.
 - (c) Instructors shall schedule a time and date for an alternative examination, which may be before or after the time and date the examination or other academic requirement was originally scheduled, but shall do so without prejudicial effect.
 - (d) All instructors must include in each course syllabus a statement referencing this policy that shall include:
 - (i) A description of the general procedure for requesting accommodations from the course instructor;
 - (ii) Contact information for an individual whom students may contact for more information about this policy; and
 - (iii) The procedure under which a student may notify the university with any complaint with regard to the implementation of this policy.
- (2) This policy shall be posted in a prominent location on the university web site. The posting shall include the contact information of an individual who can provide further information about this policy.

- (3) A non-exhaustive list of major religious holidays or festivals for the next two academic years shall be posted in a prominent location on the university web site. The list shall explicitly state that it is non-exhaustive and shall not be used to deny reasonable accommodation to a student for a holiday or festival of the student's faith or religious or spiritual belief system that does not appear on the list.
- (4) Students may notify the university of any complaint under this policy by contacting the office of equal opportunity, policy development & title IX.