



## Modified Attendance Agreement

Student Name: \_\_\_\_\_ ID# \_\_\_\_\_

Course/Instructor: \_\_\_\_\_ Semester: \_\_\_\_\_

Modified attendance is a reasonable accommodation for disabilities which are typically chronic or episodic in nature that may affect a student's attendance in class. This accommodation allows for a reasonable number of additional absences and the ability to make up missed assignments, exams, and quizzes within a specified amount of time. Implementation of this accommodation is determined on a case-by-case basis.

Either student or professor can request that an Agreement be renegotiated through the DAE office at any time.

1. Total number of absences allowed for this student for this course: \_\_\_\_\_

The student will contact the professor as soon as possible on the same day as a missed class session except in cases of emergency.

Professor's contact information: \_\_\_\_\_

In case of emergency (such as a trip to the Emergency Room or hospital admittance), the student should contact DAE as soon as possible (559) 453-7130 or [disability.services@fresno.edu](mailto:disability.services@fresno.edu) and provide documentation of the event.

2. Assignment missed due to disability-related absence must be submitted **72 hours** after a missed class.

3. Exam/quiz missed due to disability-related absence must be completed **3 business-days** after a missed class.

### NOTES:

- Any disability-related absence or late arrival for **music, drama, or other performance** class requires notification to faculty/director as soon as possible, without exception. Missing a performance requires direct orders from a medical professional OR advance notice.
- **Labs** should be made up in another section within the same week.

If the maximum number of allowed absences is exceeded during the semester, the instructor should contact the DAE office to arrange a meeting to discuss an appropriate course of action (such as: student will be granted an Incomplete; student will be advised to withdraw from the course; the number of absences allowed will be reviewed, the student receives a failing grade for the semester, etc.)

\_\_\_\_\_  
DAE staff name printed

\_\_\_\_\_  
DAE Staff signature

\_\_\_\_\_  
Date