



WVU PARKERSBURG
REQUEST FOR ACCOMMODATION FOR RELIGIOUS OBSERVATIONS
Student Form
Instructions

Department: _____ Subject, Number, CRN: _____

Instructor Name: _____ Date Submitted: _____

Student Name: _____ Student ID# : _____

Phone: _____ WVUP Email Address: _____

Student Signature: _____

I request accommodation for the following religious observance:

Name of Religion: _____ Name of Holiday: _____

Day(s), date(s), time(s) of religious holiday:

(e.g.: "sundown Monday, September 29 through sundown Tuesday, September 30")

Briefly state the requirements of this religious observance that will prevent you from attending class, taking an exam, or fulfilling other academic requirements.

(e.g.: "Because work is prohibited on this holiday, students observing it are not to attend classes, take examinations, or perform other class requirements")

(Optional) Suggested accommodation(s) (e.g.: makeup exam, change date for presentation, etc.)

This request has been accepted by the instructor, and the following accommodations will be allowed:

_____ *Initial*

This request has been accepted by the instructor, and the following *modified* accommodations will be allowed:

_____ *Initial*

This request has been received by the instructor, but the requested accommodations are *not allowed* because (reason):

_____ *Initial*

Instructor Name: _____

Signature: _____

Date: _____

Instructions

Student	<ul style="list-style-type: none">- Fill out form- Submit to instructor as early in the semester as possible, preferably by the end of second week of semester- Submit separate form for each requested observance and for each course
Instructor	<ul style="list-style-type: none">- Fill in the bottom portion of the form- Return original form to student- Retain photocopy of completed form- Photocopy back-to-back to include all information

Mission Statement

West Virginia University at Parkersburg provides accessible, life-changing, educational opportunities in a safe and supportive environment.