To: Full-Time and Adjunct Faculty
From: Kevin Stoner, Dean of Academic Affairs
Date: January 11, 2016
Subject: Absence for Religious Observance Policy

Please be reminded that New York State Education Law, Article 5 Section 224 states:

Any student in an institution of higher education who is unable, because of his or her religious beliefs, to attend classes on a particular day or days shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.

It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his or her religious beliefs, an equivalent opportunity to register for classes or make up any examination, study or work requirements which he or she may have missed because of such absence on any particular day or days.

SUNY Ulster recognizes the value of participation in and observance of religious obligations and practices. No student will be penalized because a religious observance prevents participation in a course requirement. An opportunity will be provided for the student to make up any requirement missed for an absence due to a religious observance.

A student who intends to be absent from classes for a religious observance must notify each instructor in advance and make the arrangements to cover missed course materials and/or complete any course requirement(s) missed.

The College reserves the right to confirm the existence of the observance through an interfaith calendar.

Thank you for your cooperation.