



STUDENT AFFAIRS & ENROLLMENT MANAGEMENT DISABILITY PROGRAMS AND RESOURCE CENTER

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Faculty and Student Agreement Form for Modification of Attendance and Deadlines

This written agreement must be used to determine the contingency plan between faculty and students for modification of attendance and deadline requirements. Accommodation approval is contingent upon completing this form for each class. Once completed, a copy of this form must be provided to the faculty member, student, and DPRC.

1. Course and Section Number:
2. Standard number of absences allowed in the above referenced course:
3. How many additional absences can be reasonably allowed without penalty?
4. Method by which student will notify instructor when an exacerbation of symptoms occurs:

E-mail, Phone or Both? _____
Instructors E-mail Instructors Phone Number

5. Check off (*or indicate a time frame*) in which student will notify instructor when flexibility is needed
As soon as it happens (*if possible*)
Within 2 days of return to school
Other (please specify):
6. Faculty/student agreement regarding how to establish new due dates/deadlines:

7. In the event the missed class session falls on an exam date, how long will the student have to reschedule the exam with the DPRC Testing Program? (Note: it is the student's responsibility to contact the DPRC Testing Program to schedule this testing appointment)