

## **Religious Accommodation Policy**

### **Legal Authority**

The University of Akron (the “University”) welcomes individuals from all different faiths, philosophies, religious traditions, and other systems of belief. The Ohio Administrative Code (“OAC”), Section 3359-11

Before denying any request, the faculty instructor must determine whether any mutually acceptable alternatives may be identified. In doing so, the faculty member is encouraged to reach out to the University of Akron Equal Employment Opportunity and Affirmative Action Office (“EEO Office”) or the Dean of Students Office for guidance. The EEO Office and/or the Dean of Students Office will work with the faculty instructor in conjunction with the Office of General Counsel on any such request.

### **Sincerely Held Religious Belief**

The faculty instructor will accept, without question, the sincerity of a student’s religious or spiritual belief system and shall keep requests for alternative accommodations confidential. The information regarding such request and accommodation will only be shared with those individuals and offices that have need to know for educational purposes.

As used in this policy, the term “religious” includes traditional tenets of established faiths, and also deeply held personal moral or ethical beliefs as to what is right and wrong, which are sincerely held with the strength of traditional religious views. As mentioned, for purposes of administering this policy, the University shall accept without question the sincerity of a stated belief.

### **Required Postings**

The EEO/AA Office shall cause this policy, as well as a non-exhaustive list of major religious holidays for the next two academic years, to be posted and published prominently on its webpage.

The non-exhaustive list appears at: <https://uakron.edu/hr/eoaa/religious-accommodations>

This list includes a list of common major religious holidays to be used as guidance. This list is non-exhaustive and shall not be used to deny reasonable accommodation(s) 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. Nothing in this policy, and no inclusion or exclusion of a religious holiday or festival on the posted list, shall preclude a student from full and reasonable accommodation(s) for any sincerely held religious beliefs and practices with regard to all examinations or other academic requirements and absences for reasons of faith or religious or spiritual belief system provided under this policy.

### **Course Syllabi**

All instructors must include in each course syllabus a statement referencing this Policy on religious accommodations. The statement shall include both of the following:

1. A description of the general procedure for requesting accommodations from the course instructor; and
2. Contact information for an individual whom students may contact for more information about this Policy.

It is recommended that a link to this Policy also be included in the syllabus statement.

It is suggested that the following statement be included by faculty on each course syllabus:

*The University prohibits discrimination on the basis of religion and welcomes individuals from all different faiths, philosophies, religious traditions, and other systems of belief. Pursuant to Ohio Revised Code Section 3345.026 (aka “The Testing Your Faith Act”) you may request a religious accommodation to be excused from class up to three (3) days for reasons of faith or religious or spiritual belief system to participate in organized activities conducted under the auspices of a religious denomination, church, or other religious or spiritual organization. You will not be penalized as a result of any of these excused absences.*

*The request for excusal must be made, in writing, during the first fourteen (14) days of the semester and include the date(s) of each proposed absence or request for alternative accommodation. The request must clearly state that the proposed absence is to participate in religious activities. The request must also provide the particular accommodation(s) you desire. For example, you may request to be excused from class to participate or observe a religious holiday or you may request an alternate examination date. An alternative examination date may be established, which may be before or after the time and date the examination or other academic requirement was originally scheduled.*

*You will be notified by me if your request is approved, or, if it is approved with modification. I will work with you in an effort to arrange a mutually agreeable alternative arrangement.*

*The following is a link to the Policy: <https://uakron.edu/hr/eeoaa/religious-accommodations>*

*For more information regarding this Policy you may contact the University EEO Office at:*

***Office of Equal Employment Opportunity and Affirmative Action  
University of Akron***

*The Administrative Services Building  
185 East Mill Street  
Room 138  
Akron, OH 44325  
(330) 972-7300 | Phone  
(330) 972-5816 | Fax*

complaint remains unresolved, a formal complaint may be filed with the University's EEO/AA Office.

Such complaint must set forth, in sufficient detail, the nature of the student's complaint, including the requested accommodation and all attempts to reach resolution.

### **Contact Information**

Further information about this policy is available from the University's Equal Opportunity and Affirmative Action Office at: [Equal Employment Opportunity/Affirmative Action Office | Home page : The University of Akron, Ohio \(uakron.edu\)](#).

### **Office of Equal Employment Opportunity and Affirmative Action University of Akron**

The Administrative Services Building  
185 East Mill Street  
Room 138  
Akron, OH 44325  
(330) 972-7300 | Phone  
(330) 972-5816 | Fax  
[EEOcompliance@uakron.edu](mailto:EEOcompliance@uakron.edu)

Contacts: