

## Accessibility Services Center

421 N. Woodland Blvd.

Unit 8366

DeLand, Florida 32723

### Expectations for Permissible Tardiness and Early Exit Accommodations

**Accommodation Description:** Offers reasonable flexibility for class arrival and dismissal that varies by course and does cover frequent or extended tardiness or early exits (arriving no more than 10 minutes late and/or leaving no more than 10 minutes early), guarantee deadline extensions for all assignments, or apply to all coursework by default.

This accommodation is not an exemption to class attendance requirements and has limitations regarding how it can be applied.

- **Be proactive.** Meet/Email the professor at the start of the semester to discuss your needs regarding class arrival and dismissal. The requirement for completing all class work is always in effect. You as the student are responsible for planning and coordinating how to make up any missed assignments, quizzes, and exams incurred due to your late arrival/early exit with the professor. Reach out to the ASC immediately for any concerns.
- **Communicate.** Overall, open, timely and effective communication with professors and Accessibility Services greatly enhances the utility of this accommodation. Additional options and support beyond the accommodation may become available by virtue of good communication. To the greatest extent you are comfortable, you should be willing to have a conversation with professors about this accommodation and your reasons for using it. While you do not have to disclose specific medical information, nor do you have to provide additional medical documentation, the more knowledge they have might give them a better understanding of your situation.
- **Limitations. This accommodation is only to be used for the disability /medical/health reason on record with Accessibility Services.** It is not a license to be tardy or leave class early whenever you choose. Most every class has a tardy/early dismissal limit that, once exceeded, makes it impossible to satisfy course objectives. Professors have a responsibility to uphold educational requirements and standards. Other options, such as medical withdrawal, may need to be discussed in certain situations. Use of this accommodation for other reasons other than disability related is not acceptable and could be subject to a referral to Student Conduct.

**Important!!** Do not wait until after you have missed coursework or class to discuss barriers with your professors. **Also, this accommodation may not be reasonable in all courses.**