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Office of the Registrar
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Request for Religious Accommodation

Any personal information collected on this form is protected under the Freedom of Information and Protection of Privacy Act. The information you provide will be used to update your OCAD U records. These records are only viewed by OCAD U administrative staff and not released to any other parties.

Students may request an accommodation due to a conflict between a religious obligation and scheduled tests, mid-term examinations, or requirements to attend class and participate in project presentations or critiques.

| | | |
|--|---|---|
| Last Name: | First Name: | OCAD U Student Number: |
| Course Information | | |
| Academic Year: 20__ / __ | <input type="checkbox"/> Spring/Summer term | <input type="checkbox"/> Fall term <input type="checkbox"/> Winter term |
| Course Code and Title: | | |
| Course Instructor or Tutorial Assistant: | | |
| Religious obligation: | | |
| Date(s) of religious accommodation requested: | | |
| <p>I understand that it is my responsibility to contact the course instructor within 10 business days from the first day of class to request a religious accommodation.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Student Signature Date</p> | | |
| TO BE COMPLETED BY COURSE INSTRUCTOR AND RETURNED TO STUDENT | | |
| <input type="checkbox"/> Yes, I have approved the request for accommodation with the following arrangements: _____ _____ | | |
| <input type="checkbox"/> No. This religious accommodation would violate the following OCAD University policies and/or core academic requirements: _____ _____ | | |
| _____ | _____ | _____ |
| Course Instructor's Name | Signature | Date |
| <p>In the rare occurrence where arrangements between the student and instructor cannot be made, or if the student does not feel comfortable about approaching the instructor to request a religious accommodation, then the student should contact the Chair of the program offering the course, the Associate Dean for Liberal Arts & Sciences, or the Dean of Graduate Studies for Graduate Studies courses.</p> | | |
| FOR OFFICE USE ONLY: | | |
| Received by: | Date Received: | Fees Owing/Holds: |
| | | Date Processed: |