

<b>ALGONQUIN COLLEGE DIRECTIVE</b>	<b>NO. OF PAGES</b> 2	<b>DIRECTIVE NO.</b> E3
	<b>ORIGINATOR</b> Vice President, Academic	
	<b>APPROVED BY</b> VPAMC	
<b>TITLE</b> <b>SPECIAL ALLOWANCES FOR INDIVIDUAL STUDENTS</b>	<b>EFFECTIVE DATE</b> 1995.01.01	<b>REPLACES</b> 1988.11.02

### **PREAMBLE**

The learning experience of students at Algonquin College requires their active participation in order to meet the standards and requirements established by the program. Occasionally there is a need to negotiate special allowances for individual students related to these learning experiences.

### **POLICY**

1. Wherever possible, students are expected to anticipate their need for special allowances, and enter into discussion to make necessary arrangements with the appropriate faculty member, or other academic officer, in advance of the situation. In all cases, special allowances are subject to negotiation and agreement between the faculty member and the student concerned.
2. A request for special consideration may apply to, but is not necessarily limited to, those students who:
  - 2.1 are ill or who face major personal crises such as bereavement;
  - 2.2 hold elective or appointive office in student government, on College committees, or related to student-sponsored programs and projects;
  - 2.3 are members of varsity athletics teams, or
  - 2.4 have a disability.

### **PROCEDURES, ROLES AND RESPONSIBILITIES**

1. No adjustment of actual marks obtained by students in any regular tests, exams, reports or other similar assignments will be made under any circumstances.

