GUIDANCE FOR COURSE ARRANGEMENTS & ACCOMODATIONS FOR STUDENTS DURING COVID-19

General Guidance

We anticipate an increased level of requests from students regarding course delivery due to COVID-19. This includes, but is not limited to, students requesting course adjustments, flexibility in delivery of content, and increased absenteeism. The increases are anticipated due to students potentially testing positive for COVID-19, making personal decisions regarding physically attending class due to personal and family medical conditions, and overall uncertainty associated with the pandemic. The following information has been developed to help guide students in their academic decisions.

Student Guidance

If a student has concerns regarding physically attending class during COVID-19 we encourage them to do the following:

1. Talk with the faculty member responsible for the course. Arrangements may be possible to alter the delivery of instruction. In fact, most on campus courses will be designed to have an in-person and remote component to them to ensure physical distancing guidelines are followed.

2. Look at available course options. Many courses are available through online or remote delivery. A student may be able to find the same course or an equivalent course that better fits their desired method of delivery. Students are encouraged to discuss course options and program requirements with their academic advisor prior to making any changes.

3. If the student has a known disability, which may include health conditions that are considered high risk factors with COVID-19, the student may contact Disability Student Services (DSS) to engage with DSS staff to determine if formal academic accommodations are appropriate. This is done through an interactive and individual process with the student.

4. Drop the course. If arrangements cannot be made to meet the desired delivery method, students may elect to drop the course. If it is after the last day to drop a course / withdraw from the semester, students may request consideration of a special circumstance late drop / withdrawal through the Office of Student Rights & Responsibilities (OSRR).

If a student is unable to physically attend class for a short period of time due to COVID-19 related issues or due to any illness, students are encouraged to:

1. Contact the OSRR and request an absence notification (UND.osrr@UND.edu or 701.777.2664).

2. Contact the faculty member. If a student can engage in the course remotely, the student should request the ability to do so. If the student cannot engage in the course remotely, the student should request arrangements that will allow the student to continue in the course.

3. Drop the course. If arrangements cannot be made for the student to continue in the course, the student may elect to drop the course or withdraw from all their courses. If it is after the last day to drop a course / withdraw from the semester, students may request consideration of a special circumstance late drop / withdrawal through OSRR.

Faculty Guidance

If a student has concerns regarding physically attending class during COVID-19 we encourage the faculty member to do the following:
1. Work with the student to determine if arrangements to the course can be made to allow the student to continue to be enrolled in the course. This includes, but is not limited to, allowing the student to engage in the course remotely.

2. If arrangements cannot be made that meet the needs of the student due to the nature of the course, refer the student to their academic advisor to discuss further options.

If a student is unable to physically attend class for a short period of time due to COVID-19 related issues or due to an illness, faculty are encouraged to:

1. If the student is able to continue to engage in the course, work with the student to determine if arrangements to the course can be made to allow the student to continue in the course. This includes, but is not limited to, allowing the student to engage in the course remotely and adjusting deadlines.

2. If the student is unable to continue to engage in the course, work with the student to determine if deadlines for course requirements can be adjusted. If they cannot be adjusted, discuss other enrollment options with the student. Other enrollment options include taking an incomplete for the course, dropping the course, or requesting a special circumstance late drop / withdrawal through OSRR.

Faculty are encouraged to reach out to the following departments for assistance in regarding course arrangements:

- **Teaching Transformation and Development Academy** (TTaDA): UND.ttada@UND.edu or 777.3325.
- **University Information Technology** (UIT): UND.techsupport@UND.edu or 701.777.2222.
- **Disability Services for Students** (DSS): UND.dss@UND.edu or 701.777.3425.

Faculty should continue to work with students with verification documents through DSS as they have traditionally done. If faculty have questions about how to implement accommodation requests within their course they should contact DSS at UND.dss@UND.edu or 701.777.3425.

**COVID-19 AND DISABILITY ACCOMMODATIONS**

Accommodations are provided to students with disabilities in accordance with the American Disabilities Act and the Rehabilitation Act of 1973. To arrange accommodations, students disclose their disabilities to DSS, request accommodations and provide documentation to establish a logical link between the accommodation and the disability. DSS will engage in an interactive process with students to identify appropriate accommodations to provide access.

We will continue to utilize our established student accommodation process through DSS for students who may require academic accommodations due to established disabilities. COVID-19 may result in students with a disability requesting disability accommodations who have not previously requested accommodations.

Students are encouraged to contact DSS if they feel that disability accommodations are appropriate. Students can contact DSS at UND.dss@UND.edu or 701.777.3425.