

## **Information for Faculty Regarding Extended Time on Assignments**

### **What is this accommodation used for?**

The core intent of this accommodation is to help students compensate for the extra time they lose due to their disability while completing scheduled academic tasks. For example, students dealing with fluctuating and unpredictable periods of ill-health associated with mental health disabilities or chronic illnesses.

### **Instructor Information:**

1. Accommodation letters will be e-mailed to the instructor's GCSU e-mail address during the second week of classes.
2. Students and instructors are responsible for discussing the student's disability accommodations during instructor office hours **within the second week of each semester or upon issuance**.
3. Students should negotiate **each and every deadline extension** with their instructor because due dates and deadlines are tied directly to the academic standards and requirements of each course.
4. Instructors are requested to **consider the impact a student's disability may have on class assignments**. The amount of time granted for each extension needs to take into account the stated expectations of the assignments and the course.
  - a. For example, an extension that takes into account the task expectations associated with the original deadline and the approximate amount of time the student needs to make up for time lost due to impairments arising from their disability.
5. Students are responsible for keeping their instructors, health practitioners, and the Student Disability Resource Center informed of their current health status.
6. Disability-related documentation should be provided to the Student Disability Resource Center.

Instructors will have met the University's obligation to accommodate when they:

- can demonstrate they received the student's request for an extension due to their disability
- granted a reasonable response to initial requests for an extension
- appropriately linked the granting or denial of an extension to the protection and preservation of academic standards and course requirements.

Extra time on assignments as an accommodation does *not* mean:

- open ended deadlines
- elimination of all in-course deadlines or permission to submit work at the end of the course
- permission to submit assignments at the student's convenience
- automatic re-weighting of grades to compensate for assignments not submitted