



**Approving University Official(s):** Academic Council,  
Academic Cabinet, Board of Governors

**Responsible Office:** Dean of Student Success,  
Academic Accommodations and Accessibility Office

**Effective date:** March 23, 2016

**Last Reviewed Date:** February 17, 2021

**Next review date:** 3 years

## **[AC- Accommodations for Religious Observation Procedures]**

### **Purpose**

This Accommodations for Religious Observances Policy (the “Policy”) identifies the ways Yorkville University and Toronto Film School, and their affiliates (collectively, “Yorkville”) meet their commitment to providing Accommodation measures related to the practice of Religious Observances.

### **Audience**

This policy relates to all students in all diploma and degree programs at Yorkville.

### **Procedures**

Students have a responsibility to inform the Academic Accommodations and Accessibility Office of any requests within the period of time that corresponds to the initial 20% of the course’s term.

Reasonable efforts will be made to accommodate such requests by, for example, adjusting deadlines for submission of work or scheduling opportunities for students to make up work that they miss. Students may refer to Yorkville University’s/Toronto Film School’s Diversity Calendar for assistance in making their request. When such reasonable accommodations are not possible, students will be notified of this as soon as possible.

Students are required to fill out the applicable Student Request for Accommodation of Religious Observance form and submit this form directly to [accessibility@yorkvilleu.ca](mailto:accessibility@yorkvilleu.ca) so that the Academic Accommodations and Accessibility Office can prepare an

Accommodation Letter. Please note that documentation from faith-based institutions/leaders are not required for religious accommodation requests.