# Disability Access Center-Clark College

# **Sample Questions for Flex Plan regarding**

# **Flexible Attendance or Deadlines allowances**

***Instructors, while determining agreement, please provide more flexibility than your standard class guidelines. Student’s approved for disability related services must be provided reasonable additional absences and deadlines.***

1. Maximum number of disability-related absences (remote or in person classes) allowed:

2 allowed

3 allowed

4 allowed

Other (Specify):

*(Note: Instructors, points on days of approved disability related absences may not be taken away)*

1. Maximum number of disability-related missed deadlines allowed:

4 allowed

5 allowed

Most allowed and only these assignments cannot be extended:

Other (Specify):

1. Is there a timeframe for completing late work?

2 days allowed

Other (Specify):

1. Preferred mode of communication between student and instructor about a disability related absence or missed deadline is:

Clark E-mail:

Canvas E-mail:

Other: (Specify):

*(Note: The student will inform the Instructor that the absence or missed deadline was disability related; however, the student is not required to disclose to the Instructor any details other than it was disability related)*

1. Method for turning in out-of-class assignments due during disability related absence:

Canvas:

Email:

Other:

1. Procedure for making up quizzes, exams or in-class (live) graded assignments due during disability-related absences:
2. Check-in mid-term to determine Flexible Attendance and Deadline needs if reaching number of flexibility limits:

Yes

No

1. Other Agreements:

Questions? Email [dac@clark.edu](mailto:dac@clark.edu)