

**Goldfarb School of Nursing (GSON) at Barnes-Jewish College  
Student Experience and Development Policies/Procedures**

**TITLE: Religious Observance Policy – GSON Students**

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**SUBMITTED/REVIEWED BY:** Edward Gricius, MS

Associate Dean of Student Experience and Development

**LAST REVIEWED/REVISION DATE:** February 22, 2023

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**Policy Statement**

Goldfarb School of Nursing at Barnes-Jewish College embraces its diverse community and recognizes its members observe a variety of religious faiths and practices. The College seeks to reasonably accommodate absences due to required religious observation while maintaining focus on the academic schedule and student's academic success. As a result, a student should not be penalized for missing a class, examination, lab simulation or clinical requirement due to a required religious observance

**Procedure**

- A. Students requesting an excused absence due to a required religious observance must submit written notice at least two-weeks in advance of the date requested or as soon as possible if the date occurs within the first two weeks of the term.
- B. The student must complete the "*Request for Religious Observance Student Absence*" form and obtain the signatures of the faculty member of each course or activity impacted by the absence.
- C. Students who miss class for required religious observance may be granted the opportunity to make up work missed, without penalty, due to the absence. Make up tests, labs, and assignments may take an alternative form than that originally given to maintain the integrity of the assignment. It is the student's responsibility to make arrangements with their instructor(s) to fulfill their obligations within the time frame recommended by the instructor(s).
- D. In the event the absence falls on a simulation or clinical day, it is especially important the student adheres to the recommendations of the instructor. Certain policies may apply to clinical absences, and these will be clearly stated to the student who must miss a clinical experience.
- E. If the instructor denies the request or the student and instructor are unable to come to a mutually acceptable agreement, the matter should be referred to the Director of the respective program for resolution.
- F. The College may require documentation of a student's religious observance.

**Request for Religious Observance:  
Student Absence Form**

Students requesting absence from class for a religious observance are asked to complete this form and request permission in advance or as soon as possible when seeking an absence due to a religious observance. Please note that a form must be obtained and signed from each class in which the student will be absent.

Today's Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

Requested Date(s) of Absence: \_\_\_\_\_

Reason for request: \_\_\_\_\_

.....  
*Course Leader Sign Off*

By signing below, both the instructor and student are confirming that expectations for making up missed work have been clearly communicated and documented.

Class/Clinical/Simulation Lab: \_\_\_\_\_

Course Leader(s): \_\_\_\_\_

Date: \_\_\_\_\_

Course Leader signature: \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: Provide completed form to your Academic Advisor for filing.**