



## FAYETTEVILLE STATE UNIVERSITY TITLE IX REASONABLE MODIFICATIONS PROCEDURES

### I. DEFINITIONS

**Absence:** tardiness, nonattendance, or a break from a class because of a student's Pregnancy or Related Condition, or involvement with a Title IX matter.

**Education Program or Activity:** all the operations of the University. Conduct that is subject to Fayetteville State University's disciplinary authority is considered to have occurred under Fayetteville State University's Education Program or Activity.

**Fundamental Alteration:** a change so significant that it alters the essential nature of a university Education Program or Activity.

**Lactation:** expressing breast milk or breastfeeding.

**Leave of Absence:** a period, up to two consecutive semesters, when a student does not register for any classes or drops all registered classes by the add/drop deadline.

**Pregnancy or Related Conditions:** pregnancy, childbirth, termination of pregnancy, or Lactation; medical conditions related to pregnancy, childbirth, termination of pregnancy, or Lactation; or recovery from pregnancy, childbirth, termination of pregnancy, Lactation, or related medical conditions.

**Reasonable Modifications:** Reasonable Modifications means changes to the university's policies, practices, or procedures that: enable a student to maintain equal access to an Education Program or Activity; are based on a student's individualized needs because of Pregnancy or Related Conditions; and do not constitute a Fundamental Alteration.

**Undue Burden:** Imposition of more than a de minimis cost on the University's operations, which may include those requests that are costly, compromise safety, efficiency, infringe on the rights of others, or require others to do more than their fair share of the potentially hazardous or burdensome work.

### II. REASONABLE MODIFICATION PROCESS

Individuals must request modifications due to a Title IX matter, including pregnancy or related conditions, in a timely manner to allow the Title IX Coordinator to review documentation, determine eligibility, and implement accommodations. **Reasonable modifications must be requested each semester.**

Individuals seeking reasonable modifications must complete a Reasonable Modification Request Form located on the University's Title IX website. The Title IX Coordinator may request supporting documentation to determine appropriate reasonable modifications. Submitting false information or falsified documentation constitutes a violation of the University policy.

The Title IX Coordinator may consult with the individual and will carefully review their specific needs and related information. Some modifications may impact a student's access to resources such as financial aid, health insurance, other campus services, stipends, timing for program completion, and immigration visa status.

Once the student or employee has accepted a reasonable modification, the Title IX Coordinator documents the reasonable modification in a letter and shares the letter with the requested University employees. Students are responsible for communicating with each instructor about missed assignments and extensions.

### **III. FUNDAMENTAL ALTERATION**

If a University employee (such as an instructor or supervisor) believes an offered modification is not a reasonable modification because it amounts to a Fundamental Alteration, the employee must contact the Title IX Coordinator. If a modification is revised, the Title IX Coordinator offers the revised modification to the requester who then either accepts or declines the revised modification. If the requester accepts the revised modification, the Title IX Coordinator issues a revised reasonable modification letter that reflects the change. If the requester declines the revised modification, the Title IX Coordinator consults them to determine if there are alternative reasonable modifications that may be offered.

1. If the University employee and the Title IX Coordinator cannot come to agreement on what would constitute a reasonable modification, a Fundamental Alteration Review will be undertaken.
2. If it is determined that the modification offered is a reasonable modification, the Title IX Coordinator informs the employee of the outcome and discusses best approaches for implementation.
3. If it is determined that the modification offered is not a reasonable modification because it constitutes a Fundamental Alteration, then that modification will not be available. The Title IX Coordinator will issue a revised Reasonable Modification letter that reflects that change. The Title IX Coordinator will determine if there are alternative reasonable modifications that may be offered.

## **IV. EXAMPLES OF REASONABLE MODIFICATIONS**

Reasonable modifications may include, but are not limited to:

### **1. Class Modifications**

Available Title IX supportive measures may include reasonable class modifications to address needs related to pregnancy or related conditions. These modifications can include the opportunity to make up missed assignments, extensions on coursework deadlines, and brief breaks during class as needed. Adjustments to the physical learning environment or classroom equipment—such as access to a larger desk or a footrest—may also be provided to support student access and participation.

### **2. Excused Class Absence**

Pregnancy-related absences that are medically necessary due to pregnancy or related conditions will be excused if the student completes the request and documentation process. Pregnant students must fulfill academic requirements as outlined in their program's handbook. If there are multiple options provided by the program for making up the academic requirements, the student should be permitted to choose among the options provided.

Requests for absences from an internship or externship, field placement, or other practical learning experience outside the classroom will be assessed on an individual, case-by-case basis in consultation with the appropriate University officials.

Appointments and/or medical procedures must be scheduled around the student's academic classes and exams whenever possible. Programs with strict attendance policies may require documentation verifying a particular appointment. Students who anticipate needing time away from class due to pregnancy or related conditions are encouraged to communicate proactively with their instructors and the Title IX staff. This can help ensure that appropriate accommodation is in place, and academic progress is maintained.

Options for making up academic work and temporary modifications differ based on a student's academic program requirements, the timing and length of pregnancy or pregnancy-related needs, and the specific nature of the academic requirement(s) missed. If absences lead to a substantial amount of missed work, the student may consider a Leave of Absence.

### **3. Extenuating Circumstances Withdrawal**

A student experiencing pregnancy or related conditions may take leave for the period of time deemed medically necessary by the student's licensed healthcare provider for pregnancy or related conditions.

If pregnancy-related absences result in a significant amount of missed work, a student may consider requesting an extenuating circumstances withdrawal. Requests for withdrawal due to pregnancy or related conditions must be submitted before the last day of classes, in accordance with the academic calendar. To avoid delays, please provide the requested information as soon as possible.

After reviewing the confidential documentation, I am forwarding her request for your consideration. If approved, please send an email confirming your approval to the Registrar's Office at [fsuregistrar@uncfsu.edu](mailto:fsuregistrar@uncfsu.edu) and include me as a cc recipient. The Title IX Office will notify the student of the final decision.

The request will be evaluated based on its reasonableness, the timing of submission, and the academic calendar. Please note that submitting a request does not guarantee approval. Until the student receives written confirmation of a withdrawal, they remain responsible for attending class and completing coursework.

Before requesting leave, international students should work with the International Education department to fully understand the ramifications and impact of such a request.

## **V. OTHER PREGNANCY OR RELATED CONDITIONS SUPPORT**

### **1. Lactation Spaces**

A student or employee with Lactation needs may visit any of Fayetteville State University's Lactation spaces. See map [Wayfinding](#) Each faculty member determines whether a student enrolled in the faculty member's class may address Lactation needs in the classroom during class time.

### **2. Student-Athlete Participation**

The University requests that athletes voluntarily disclose pregnancy to coaches and sports team physicians. A pregnant student-athlete does not have to withdraw from their athletic team. Student-athletes are strongly encouraged to discuss their scholarship and eligibility options with the FSU Athletic Compliance Director, who will clarify options and explain rules and policies when necessary. The University does not terminate or reduce athletic, merit, or need-based scholarships

based on pregnancy. NCAA bylaws allow a student-athlete to apply for an additional year of eligibility if her athletic career is interrupted by pregnancy.

### **3. Emergency Modifications**

If there is an emergency (such as hospitalization or unanticipated medical procedure), the pregnant student or someone designated on their behalf are encouraged to contact the student's instructors and the Title IX Office as soon as possible. The Title IX Office will issue a temporary absence notifications before medical documentation is received. This temporary accommodation is valid for **up to one week**. After this period, the student must submit the required medical documentation to continue receiving modifications Reasonable efforts will be made to preserve the student's access to educational programs in these situations until documentation can be provided.

### **4. Commencement**

The Title IX Office can assist with reasonable modifications to allow a student experiencing pregnancy or related conditions to attend commencement.

## **VI. ACADEMIC SUPPORTS**

A condition of being an enrolled student is the ability to meet the essential requirements of being a student. Academic supportive measures cannot eliminate essential requirements. Academic supportive measures based on a Title IX reported matter are not an exemption from deadlines or course requirements. Academic supportive measures will be administered in accordance with University and departmental policies, course requirements, and applicable legal or regulatory obligations.

Students may request academic supportive measures related to a Title IX reported matter, including pregnancy or related conditions. Academic supportive measures related to a Title IX matter are designed to help and support students who are having difficulty meeting their academic obligations while involved in a Title IX reported matter.

These academic supportive measures pertain to situations that have been reported to the Title IX Office, are typically limited in time, and typically relate to pending/ongoing Title IX/sexual misconduct proceedings, such as a University investigation. Students can receive support through a "report" to the Title IX office without filing a formal complaint. Issues which have not been reported to the Title IX Office do not qualify for Title IX academic supportive measures.

1. Late-semester requests are more difficult to implement and may be denied if the need was known earlier. Students are encouraged to submit requests for academic supportive measures within two weeks of recognizing the need. Extensions for coursework deadlines beyond the final week of classes will generally not be considered reasonable.
2. The Title IX Office works closely with the Division of Academic Affairs to identify academic supportive measures that allow the student to maintain academic progress. Academic supportive measures may include short-term extensions or incompletes in courses and other degree requirements where appropriate, or short-term excused absences while the investigation is in progress. If academic supportive measures related to a Title IX reported matter are deemed appropriate, academic affairs will work with the student, the course instructor, advisers, and department leadership to implement measures.
3. Students who are unable to complete all coursework by the end of the term should consult with their course instructor and, where appropriate, their academic department regarding the possibility of an Incomplete. Any remaining coursework must be completed in accordance with Academic Affairs policies and procedures.
4. Students may withdraw from individual courses or from the university for extenuating circumstances without academic penalty. Students should consult with the Office of Student Accounts for information about how a withdrawal or incomplete may impact their account.

## **VII. ADDITIONAL INFORMATION**

### **1. Personal Circumstances**

Students should request adjustments based on other difficult personal circumstances directly from their instructor or the academic department.

### **2. General Parenting Concerns**

Students seeking general support related to parenting—such as childcare, the child’s health, and non-birthing parent health issues—may contact the Center for Counseling and Personal Development or Student Health Services. Students are not allowed to bring children to class.

### **3. Student Accessibility Services**

If a student’s condition may qualify under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act, the student and/or the Title IX staff may notify Student Disability Services. Students requesting long-term academic modifications

related to a disability should register with Student Accessibility Services and request academic accommodations for disabilities through that process.

**4. Scholarships and Financial Aid**

Students who receive scholarships or financial assistance are encouraged to consult with their advisor or the appropriate person in Financial Aid prior to making decisions about their academic schedule or a leave of absence.

**5. Pregnant Student Workplace Accommodations**

Fayetteville State University provides reasonable accommodations to qualified student job applicants and student employees to accommodate an individual's known limitations related to Pregnancy or Related Conditions, unless doing so would create an undue hardship. Pregnant student applicants and student employees experiencing a pregnancy-related medical condition or disability may request workplace accommodation by contacting Human Resources.

**6. Discrimination**

If a student believes they have been subjected to discrimination on the basis of Pregnancy or Related Conditions, they may initiate a complaint in accordance with the university's discrimination complaint procedures. If a pregnant student has concerns with the modifications offered or finds that they are not receiving the modifications they qualify for, the student should notify the Title IX Coordinator and provide evidence to support their concern. Findings and determinations made by the Title IX Coordinator or designee are final and not subject to appeal.