

FAYETTEVILLE STATE UNIVERSITY**RELIGIOUS OBSERVANCES**

Authority:	Issued by the Chancellor. Changes or exceptions to administrative policies issued by the Chancellor may only be made by the Chancellor.		
Category:	Academic Affairs		
Applies to:	•Administrators	•Faculty	•Students
History:	Revised: January 15, 2026 Approved: November 17, 2010 First Issued: November 17, 2010		
Related Policies:	North Carolina General Statutes § 116-11(3a)		
Contact for Info:	Provost and Vice Chancellor for Academic Affairs 910.672.1884 Associate Vice Chancellor for Risk and Compliance 910.672.1041		

I. PURPOSE

North Carolina General Statute § 116-11(3a) requires the University of North Carolina Board of Governors to direct each constituent institution to create a policy authorizes a minimum of two (2) excused absences each academic year for religious observances required by the faith of a currently enrolled student. Fayetteville State University (University) has adopted this policy (Policy) to comply with that directive.

II. EXCUSED ABSENCES

Students shall be allowed a minimum of two (2) excused absences each academic year for religious observances required by the faith of the student. Such absences must be requested in accordance with the procedures in this Policy.

The minimum of two (2) excused absences from classes for religious observances shall not be counted against any mandatory attendance requirements; however, beyond the minimum stated in this Policy, instructors shall maintain authority to establish and enforce the attendance policy for the courses they are teaching.

Students shall be given the opportunity to make up tests and other work missed due to an excused absence for a religious observance. Students shall not be relieved of their responsibility for any part of the course work required during their period of absence. Instructors may appropriately respond if a student fails to satisfactorily complete any alternative assignment or examination.

III. REQUESTING AN ABSENCE DUE TO RELIGIOUS OBSERVANCE

At least ten (10) calendar days prior to the date of the observance, a student shall complete the *Religious Observance Request* form and submit it to the Office of Risk and Compliance. The *Religious Observance Request* form is located on the University's Risk and Compliance website.

If the student has provided the *Religious Observance Request* form to the Office of Risk and Compliance in the time prescribed, the student shall be granted the excused absence as prescribed by this *Policy*. The Office of Risk and Compliance shall be responsible for notifying a student's instructors of the student's approved absence.

The Office of Risk and Compliance will deny a student's request should the student have exceeded the prescribed two (2) day excused absences, as allowed by this *Policy*. In such instances, the student may make a request for an excused absence due to a religious observance directly to the student's instructors. The instructor will evaluate the student's request according to the guidance provided in the instructor's course syllabus on excused absences.