



**NASSAU COMMUNITY COLLEGE
REQUEST FOR RELIGIOUS ACCOMMODATION FORM**

This form provides standard written documentation of a student's request for a religious accommodation. A **student** who requires a religious accommodation for a specific course(s) should submit the request directly to the instructor(s) of record for the course/s. As soon as possible the student should ask the Instructor/s (verbally in-person or via email) to be excused for observance of religious beliefs or services. If the Instructor/s does not respond or declines, the student should call CRB at 516-572-7121 or email at CRB@ncc.edu. The form should be completed as a record of the request for religious accommodation upon approval by the Assistant VP, Title VI Coordinator.

Request From: _____ Date: _____

N# _____ Email: _____

Class: _____ Instructor: _____

Cell Phone: _____

PLEASE BRIEFLY ANSWER QUESTIONS 1-2 BELOW:

1. What religious holiday/s are you requesting for an accommodation?

2. What specific type of accommodation are you requesting?

To be completed by Instructor
Approves [] or Refers to CRB []

Signed: Instructor

Date

(The instructor is responsible for implementing the accommodation, subject to approval.)

Signature of Student

Date

CRB, ADA/504 Officer

Date

Approve

Denied