

POLICY ON VOLUNTEER EMERGENCY WORKER

The University has a policy to cover students called for active duty as a result of serving as a volunteer emergency worker. Refer to the Institutional Policy Manual for the full text, available on line at www.csu.edu/ipm/. Students are excused to serve as a volunteer worker and may return to classes when the emergency has ended. The policy covers short leaves of absences (less than three weeks) or complete withdrawal as well as handling loans. Upon receipt of an official request calling him/her to active volunteer service, the student should contact his/her advisor, the Office of the Registrar and the Office of Financial Aid.

Reasonable accommodation will be made for any student who is a volunteer emergency worker in regard to absence from class caused by the performance of his or her duties as a volunteer emergency worker. If a student believes that he or she has been unreasonably denied this accommodation, he or she may seek redress through the standard grievance procedure as outlined in the Institutional Policy Manual (Article X, Section 2.1: Grievance Procedures). Refer to the full text of the policy on line at www.csu.edu/ipm/.