

Accommodations and Academic Considerations

What Do They Mean and How Do I Make a Request?

Accommodations and considerations may be made to support students with disabilities and those facing extenuating circumstances that create barriers to academic success. To address such situations, the university has policies and procedures in place to help. **Academic accommodations** are specific to removing barriers in the academic environment that are created by impairments and limitations and are provided through Student Wellness Services. **Academic considerations** are determined by a course instructor and are related to your progress in the course.

Graduate Students with Disabilities

Queen's University is committed to supporting all reasonable individualized and appropriate accommodation plans for students with learning, physical, psychiatric or disabilities, chronic illness, sensory impairments and other health conditions. [Queen's Student Accessibility Services \(QSAS\)](#), a part of [Student Wellness Services](#), helps to administer this support to students with disabilities. Any student with a documented disability can register with QSAS.

In order to receive accommodation, you must:

- Know your Queen's NetID and password
- Possess the required documentation. For details, please visit [Documentation Requirements](#)
- [Register](#) with QSAS and submit your documentation

Once your registration is complete:

- Your documentation will be reviewed by QSAS
- An advisor will meet with you to discuss appropriate accommodations

For more information, please review the regulations found in the [Admission and Registration](#) area of the Graduate Calendar and visit [QSAS](#).

Short-Term Academic Consideration

Queen's recognizes that students may have extenuating circumstances that temporarily affect their ability to fulfill their academic obligations and requirements, such as a sudden medical event or illness, bereavement, a traumatic event, etc. Other circumstances may include officially representing the university at sanctioned varsity athletics events or sharing research as a distinguished guest. In such instances, students can request consideration, which may take the form of a reprieve from work, a modified schedule, a deferral, an alternate assignment, a re-weighting of marks, or course withdrawal without penalty.

To request short-term academic consideration,

- Complete [one of two forms](#) (pdf 163KB)
 - For an absence of up to 48 hours, complete the **Self-Declaration of Brief Absence** form.
 - Submit the form during your absence or within 24 hours of the end of your absence to your Faculty/School, course instructor, or supervisor
 - For consideration of up to 3 months, complete the **Request for Academic Consideration for Extenuating Circumstances** form
 - Submit the form your Department/Program Graduate Coordinator
 - If requested by the Coordinator, submit any additional documentation
- Wait for the Coordinator (or delegate) to follow up with you about your request within 5 business days after receipt of the request

Please refer to the instructions outlined in [these diagrams](#) for a step by step guide through the relevant processes. For more information, please visit [Accommodation and Academic Consideration](#) on the School of Graduate Studies website.