

**NEW COLLEGE OF FLORIDA
REGULATIONS MANUAL**

CHAPTER 3 - Administrative Affairs

3-4019 Observance of Religious Holidays by College Employees

The College will reasonably accommodate the religious observance, practice, and belief of employees with regard to attendance and scheduling of work. Employees wishing to observe a holy day of their religious faith shall, upon notifying their supervisor, be allowed to take accrued leave or, in its absence, leave without pay to observe a religious holy day of their faith. Each employee is responsible for work missed and will be permitted a reasonable amount of time to make up the work. Faculty will make appropriate class arrangements to accommodate such absences.

Authority: Article IX, Sec. 7, Fla. Constitution; Fla. Stat. 1006.53; Fla. Board of Governors Regulations 1.001 and 6.0115

History: Adopted 04-27-02, as Policy 0-600; Revised and renumbered 06-29-10; Revised 09-08-12, 02-24-17 (technical amendment)