

In situations such as clinical placements, performances, labs, and group work, the institution will work with the student to devise an alternative path to completion, if possible. In progressive curricular and/or cohort-model programs, medically necessary leaves may be sufficient cause to permit the student to shift course order, substitute similar courses, or join a subsequent cohort when returning from leave.

Students are encouraged to work with the Office of Title IX and Bias Compliance and Loyola

pregnancy progresses, anticipate the need for leaves, minimize the academic impact of their absence, and get back on track as efficiently and comfortably as possible. The Office of Title IX and Bias Compliance will assist with plan development and implementation as needed.

Reasonable Modifications: i
policies, practices, or procedures that do not fundamentally alter Loyola University

Lactating Students: includes any student who expresses milk for the nourishment of a child.

information and communicate that the Coordinator

contact

disadvantaged in their courses of study or research and may seek assistance from the Disability and Accessibility Services (DAS).

Other than deadlines outlined in corresponding policies, no artificial deadlines or time limitations will be imposed on requests for accommodations or modifications, but Loyola University Maryland is limited in its ability to implement accommodations and modifications retroactively.

Supporting documentation for reasonable modifications will only be required when it is necessary and reasonable under the circumstances to determine other specific actions to take to ensure equal access.

While receiving academic modifications, students will remain registered and retain benefits accordingly.

Requesting reasonable modifications:

- Pregnant students or students with related conditions who would like to request reasonable modifications should contact the Title IX Coordinator or designee. Students may disclose their pregnancy or related conditions via the [Student Pregnancy or Related Conditions Self-Disclosure Form](#) on the [Title IX and Bias Compliance Website](#). Students are encouraged to request reasonable modifications as promptly as possible, although retroactive modifications may be available in some circumstances.
- Upon notification of pregnancy or related conditions, the Title IX Coordinator or designee will notify the student of related to students who are pregnant or affected by pregnancy-related conditions including the option for the Title IX coordinator or designee to engage in an interactive process with the student to determine what reasonable modifications will be necessary to ensure equal access to the educational program or activity. Reasonable modifications are voluntary, and a student can accept or decline the offered reasonable modifications. Not all reasonable modifications are appropriate for all contexts.

Reasonable modifications may include, but are not limited to:

Providing modifications requested by a pregnant student to protect the health and safety of the student and/or the pregnancy (such as allowing the student to maintain a safe distance from hazardous substances)

Making modifications to the physical environment such as accessible seating, larger desk, etc.

Providing mobility support

Extending deadlines and/or allowing the student to make up tests or assignments missed for pregnancy-related absences

Offering remote learning options when possible

Excusing medically-necessary absences (this must be granted, irrespective of classroom attendance requirements set by a faculty member, department, or division)

policies (as listed in the [Loyola University Maryland catalogue](#)) or implementing incomplete grades for classes that will be resumed at a future date.

In situations such as clinical placements, performances, labs, and group work, the institution will work with the student to devise an alternative path to completion, if possible. In progressive curricular and/or cohort-model programs, medically necessary leaves may be sufficient to allow students to identify alternative courses or substitute similar courses, or join a subsequent cohort when returning from leave.

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Lactating students who must pump during their class period shall inform the instructor of the need and estimated time away from class as soon as possible, working with the Office of Title IX and Bias Compliance.

The length of time necessary to express milk typically takes 15-20 minutes, but there are many factors that will determine a reasonable break time including travel time to and from the lactation space, location of refrigerator or personal store for the milk, etc.

Faculty are prohibited from penalizing lactating students for their absence needed to express milk on campus.

Faculty and students shall work with the Office of Title IX and Bias Compliance to identify solutions for making up in-class work or participation credits, as well as instruction missed.

Students who need program modifications due to lactation, other than reasonable time and a clean and private place to express or store milk, may request other reasonable modifications by contacting the Office of Title IX and Bias Compliance.

Reasonable modifications may include, but are not limited to, avoiding certain chemicals or exposures, permission to eat or drink, postponement or modifications to fieldwork or travel, or time off as medically necessary.

Modifications related to exam location, scheduling and timing shall be provided as necessary to minimize disruption.

Loyola University Maryland shall accommodate any lactation-related impairments or disabilities

students should follow the process outlined in the *Reasonable Modifications for Students Affected by Pregnancy, Childbirth, or Related conditions* section above.

the [Loyola University Maryland Procedures for Appealing Accommodation Determinations and Implementation](#).

If a student has been denied a modification for pregnancy or pregnancy-related conditions requested through the Office of Title IX and Bias Compliance or if modification has been approved by the Office of Title IX and Bias Compliance but the student believes it is not being implemented effectively, the individual may address the concern through the procedures outlined below.

Participation in this process does not release a student from their obligation to fulfill all academic and/or university requirements.

In addition to implementation concerns, students may have concerns that a pregnancy-related modification request is denied, in whole or part, or they may be dissatisfied with an alternative modification provided by the University. A student wishing to appeal a pregnancy-related modification determination informally must submit a written request to the Assistant Director of Title IX and Bias Compliance or designee. The request should include:

- Description of the concern regarding the pregnancy-related modification determination
- Explanation of why they believe an alternative or requested modification(s) should be considered reasonable
- Additional supporting information
- Desired outcome

The Assistant Director of Title IX and Bias Compliance or designee may request to meet with the student to discuss their concerns about the accommodation determination. The Assistant Director of Title IX and Bias Compliance or designee may also request additional documentation from the student. Review processes are conducted as quickly as possible. Students will receive written responses from the Assistant Director of Title IX and Bias Compliance or designee upholding or amending modifications decisions generally within ten (10) business days of the request for informal resolution.

submit a written complaint to the Director of Title IX and Bias Compliance or their designee by no later than ten (10) business days from the conclusion of the informal process.

The complaint shall include:

- Description of the pregnancy-related modification denial, determination, or implementation concerns
- A copy of the pregnancy-related decision or notification letter
- Explanation of why they believe an alternative modification(s) should be considered reasonable or their implementation concerns have not been addressed appropriately
- Additional supporting information
- Desired outcome

The Director of Title IX and Bias Compliance or their designee will review the complaint. The review will include a meeting with the student within five (5) business days of receipt of the complaint.

If the appeal relates to a pregnancy-related modification, during the meeting with the Director of Title IX and Bias Compliance or their designee, the student should be prepared to explain why the denied modification is needed to address the current impacts of their pregnancy or related conditions at Loyola University Maryland.

Additionally, the Director of Title IX and Bias Compliance or their designee may consult with appropriate individuals, including but not limited to the employee who made the decision or who has allegedly failed to implement the pregnancy-related modification appropriately. The Director of Title IX and Bias Compliance or their designee will communicate the decision upholding or amending the original decision or taking other additional action in writing to the individual who appealed within ten (10) business days. The Director of Title IX and Bias Compliance or their designee decision is final.

If through the appeal process an additional or alternative pregnancy-related modification is granted, then the modification will be granted moving forward as outline in the decision letter. Pregnancy-related modifications are not retroactive.

Individuals who believe they were discriminated against during this process or otherwise at Loyola University Maryland should file a complaint through the Loyola University Maryland [Sex-Based Harassment and Discrimination policy](#) or [Harassment and Discrimination Policy and Procedures](#). Filing an informal or formal appeal through this procedure does not prevent the individual from filing a complaint through the Loyola University Maryland [Harassment and Discrimination Policy and Procedures](#) or with the:

Office for Civil Rights (OCR)
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-1100
Customer Service Hotline #: (800) 421-3481
Facsimile: (202) 453-