

Guidance Regarding Student Bereavement

As a college community, we understand that students may face the difficult loss of a family member during the semester, and respect that this loss will disrupt academic coursework. Professors may not require any student in this situation to submit work, attend class, or present during a bereavement period of up to five days. Appropriate arrangements should be made to allow the student to satisfy course requirements.

Typically, this bereavement policy involves the loss of an immediate family member, defined as spouse or domestic partner; natural, adoptive, foster, or step - parent, grandparent, child, grandchild, or sibling; parent-in-law or any near relative. However, any student significantly affected by the loss of a loved one not already included in this definition can contact VPSA@citytech.cuny.edu in the Division of Student Affairs to request inclusion under this bereavement policy.

If a more extended leave from coursework is needed, students should consult with the City Tech Counseling Center (<https://www.citytech.cuny.edu/counseling/>) to discuss possible withdrawal options.