

## Frequently Asked Questions

### **Is my absence excused if my doctor's appointment conflicts with a scheduled class?**

Yes, as long as the appointment is related to your pregnancy. You are responsible for informing your instructor prior to your appointment. You are encouraged to schedule your appointments at times that do not conflict with your class schedule, whenever possible.

### **Do I need to drop my class if my doctor puts me on bedrest?**

Not necessarily; discussion will need to occur between you, your instructor and the Office of Disability Services to determine options for your unique situation.

### **Am I entitled to a maternity leave?**

Maternity leave is not a medical necessity. Your absences and recovery time is excused as long as your doctor deems them medically necessary.

### **How will my instructor be notified of my accommodations or adjustments?**

The Office of Disability Services will complete an accommodation letter with you and send it to you instructors.

### **Who do I notify if I am absent because of delivery and recovery?**

Notify the Office of Disability Services and your instructors.

## Office of Disability Services

Building A, Room 130  
Phone: 281.756.3533  
Fax: 281.756.5760  
Email: ods@alvincollege.edu

## Resources

Title IX Coordinator  
Marilyn Dement  
281-756-3517  
A Building, Room 100

## Lactation Room

The lactation room is located in H building in Room 130 near the ACC Campus Police. The area is equipped with chairs, end tables, electrical outlets, hand washing area and a lockable door. By using this space, students agree to abide by the following guidelines.

- The use of the lactation room should be associated with breastfeeding or expressing of milk only. Any other purpose is in violation of the area's intent and policy.
- The lactation area is available first-come-first-serve for use in 30 minute increments and will accommodate up to two individuals.
- To ensure privacy and the safety of guests, please secure and lock the door to the lactation room during use.

Breastfeeding mothers must supply their own pump, attachments, containers, cooler storage, etc.

Please direct any questions you may have about the lactation room to Marilyn Dement, Title IX Coordinator.

# Pregnancy

Know Your Rights  
and Responsibilities  
as a Student



ALVIN COMMUNITY COLLEGE

## The Law and Your Rights

### Title IX is a federal law that:

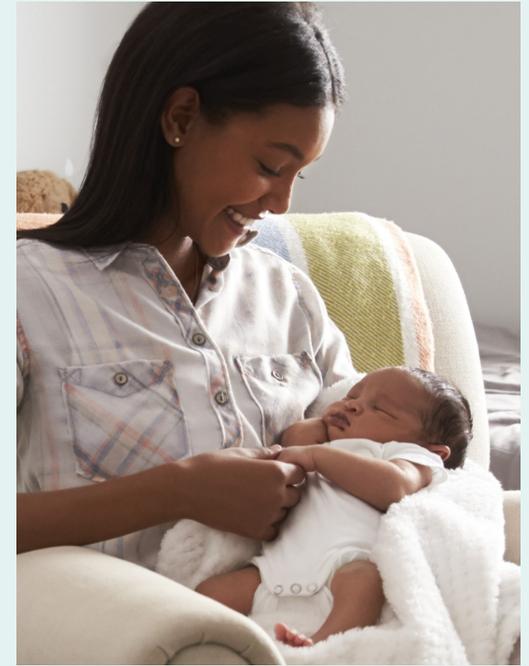
- Prohibits discrimination and ensures that all people have an equal opportunity for education, regardless of their sex or gender.
- Makes it illegal to discriminate on the basis of pregnancy, childbirth, false pregnancy, abortion or related conditions, including recovery.
- Ensures the right to take medically necessary leave and to be free of harassment or intimidation because of pregnancy-related conditions, including childbirth and recovery.
- Applies in and out of the classroom, including school-sponsored extracurricular activities, internships, athletics, financial aid and scholarships, and lab and clinical work.
- Requires schools to provide pregnant students with services and accommodations equal to those provided to non-pregnant students. Pregnant students may also be eligible for pregnancy-related disability services under the ADA.



## Requesting and Receiving Services

You may not anticipate any academic needs associated with your pregnancy, however, your needs may change as your pregnancy progresses. Disclosure of your condition early in the pregnancy will help in making the planning process more proactive. Open communication between you, your instructors and the Office of Disability Services will be important so that appropriate academic adjustments and/or accommodations can be made throughout the pregnancy and recovery period.

- 1. Communicate with your instructors.** You are responsible for communicating with your instructors about your pregnancy or related condition. You will be referred to Office of Disability Services regarding appropriate documentation and to assess your current needs.
- 2. Documentation.** You will be asked to provide a doctor's note that includes your due date and any limitations related to your condition. This information needs to be provided to the disability services office, NOT your instructor. It will be kept confidential. You may also be asked to provide a doctor's release to resume classes.
- 3. Identify needs and determine accommodations.** The Office of Disability Services will meet with you to discuss your specific situation and determine whether any accommodations are needed. Adjustments/accommodations may include (but not be limited to) special seating arrangements, breaks, flexible attendance, and early access to and/or extension of assignment or exam dates.



## Leaves and Absences

Absences due to medical conditions relating to pregnancy will be excused for as long as deemed medically necessary by your doctor. You will be given the opportunity to make up missed work.

## Returning to Class

You are permitted to resume your studies in the same status you had before your absence. You will not be penalized for your absence and you will be allowed to make up any missed credit, including participation credit, quizzes, papers or exams. Making up work may mean completing the assignments during the semester, or you may need to take an incomplete and complete the assignments later.