

| Grounds | MEDICAL | | | COMPASSIONATE** | | CONFLICTING RESPONSIBILITIES | | MIX OF GROUNDS/ COMPLEX SITUATION | | |
|-----------------|--|---|---|--|--|--|---|--|---------------------------------|---|
| Impact | Short-term | Emerging | Chronic | Short-term | Long-term | Unexpected, change in expected conflict, short-term | Long-term | If short-term, ask student if impact is more than one course | | Long-term |
| Characteristics | 7 days or less | Identify a pattern of health with recurring requests for ITCs | Student discloses an ongoing/chronic health condition | One-time, 7 days or less | Impact is longer than 2 weeks, or re-emerges in the term | 7 days or less | Impact may extend beyond a single assignment, or attendance | No | Yes | Impact may extend beyond a single assignment, or attendance |
| Action | Student Declaration (if instructor processing); refer to Arts Academic Advising if not | Refer to AAAS | Refer to Centre For Accessibility if client already; refer to Arts Academic Advising if not | Student Declaration (if instructor processing); refer to Arts Academic Advising if not | Refer to Arts Academic Advising | Student Declaration (if instructor processing); refer to Arts Academic Advising if not | Refer to Arts Academic Advising | Student Declaration (if instructor processing); refer to Arts Academic Advising if not | Refer to Arts Academic Advising | Refer to Arts Academic Advising |

Process chart for in-term concession requests for Arts students

(BA, BIE, BFA, BMS)*

*If the student is not in Arts, ask the student to refer to their Home Faculty's concession pages and then consult with you as appropriate.

** If a student discloses sexual violence, please refer to [SVPRO](#) (Sexual Violence Prevention and Response Office).