

## **Procedure for Exam Accommodations on Holidays and Fasts for Non-Jewish Students.**

In consideration of the religious practices of various faiths and to honor the observances of students from all religions, the following procedure has been formulated:

### **1. Information**

- a. The procedure, its publication, and all related information will be centralized within the Academic Secretariat.
- b. The Academic Secretariat will annually publish, in coordination with the Dean's Advisor for Non-Jewish Students, the dates of various religious holidays (as listed in Section 3) and the period of Ramadan fasting.
- c. The fixed dates for the entire year will be published when the academic calendar is released and will be clearly noted.
- d. The procedure will be published on the Academic Secretariat's website.
- e. The information will be shared with all university departments, both academic and administrative, at the time the academic calendar is published.

### **2. Extra Time in Exams**

A degree student whose mother tongue is not Hebrew and who completed their previous studies at an institution where the language of instruction was not Hebrew is entitled to additional time in exams conducted in Hebrew throughout the regular duration of their degree program.

The extra time will be 15 minutes per exam hour, with a maximum of 30 minutes per exam.

No double entitlement for extra time will be granted. If the student has additional allowances or approvals for extra time for other reasons, they will be entitled to only one extra time allowance.

To utilize this entitlement, the student must present the examiner with an exam card that clearly states the entitlement or approval, signed by the Office of the Dean of Students.

The responsibility for managing this extra time will lie with the Dean of Students and their office.

### **3. Entitlement to Absence from Studies and Special Exam Dates for Non-Jewish Students Due to Their Holidays**

Non-Jewish students are entitled to be absent from studies according to the list of holidays provided below, as well as to a special exam date (as defined in the academic regulations; this

does not refer to a third exam date, which students are already entitled to) if exams are scheduled on these holidays and the student does not attend the exams.

This is based on their religious affiliation and subject to the presentation of a signed approval as detailed in Section 5.

List of Holidays by Religion (dates are subject to change according to the lunar calendar):

- **Muslims** (including Circassians)

- Eid al-Adha (Feast of Sacrifice) - 4 days

- Eid al-Fitr (End of Ramadan) - 3 days

- **Druze**

- Eid al-Adha (coincides with Muslims) - 4 days

- Feast of the Prophet Shu'ayb - 2 days (first days of the holiday)

- **Christians** (various denominations)

- Christmas - 2 days

- New Year's Day - 1 day

- Easter - 2 days

#### **4. Exam Accommodations on Holidays and During Ramadan**

Muslim and Circassian students who fast during the month of Ramadan and have exams during the fasting period are entitled to the following accommodations:

a. **Extra Time in Exams**

1. These students are entitled to a maximum of 30 extra minutes per exam.

2. To utilize this entitlement, the student must present an approval (as detailed in Section 5) to the examiner in the exam room.

Note: No double entitlement for extra time will be granted. If the student has additional allowances or approvals for extra time for other reasons, they will be entitled to only one extra time allowance.

b. **Grade Consideration**

A Muslim or Circassian student who takes two exam dates, with at least one falling during the Ramadan fast, is entitled to have the higher grade of the two counted. If the higher grade is from the first exam date, the student must contact the Exams Department by email to request that the higher grade be recorded in the system.

c. Every student at the university is entitled to take two exam dates for each course. In any case, a third exam date will take place on the first exam date of the following course (in the same year or the following year only). A special exam date will not be arranged for these students.

## 5. Procedure for Issuing Approvals

- Issuing approvals will be the responsibility of the Dean of Students' Advisor for Non-Jewish Students, or another authority designated by the Deputy Rector. The responsible authority will issue personal approvals to students of different religions, signed by them and by the Vice President for Student Affairs.
- The approvals issued by the responsible authority will be of two types:
  1. Approval Type A – Holidays: Entitlement to absence from studies on non-Jewish holidays, for each student according to their religion, as per the list of holidays in Section 2.
  2. Approval Type B – Ramadan Fast: Entitlement to exam accommodations during the Ramadan fast for Muslims and Circassians.
- The approvals will be issued based on the list of non-Jewish students maintained by the authority responsible for issuing them. A non-Jewish student requesting accommodations must approach the responsible authority personally.

## 6. Implementation of the Procedure

January 2017

Amended in January 2025.