Sent via email on February 29, 2024

We hope you are all doing well. We are approaching the Muslim holy month of **Ramadan**, expected to begin on March 10, 2024 and end on April 9, 2024, which is a month of fasting and reflection for Muslims around the world. The start and end dates change depending on the lunar sighting in each region. During the month of Ramadan, Muslims abstain from (among other things) eating and drinking anything from sunrise to sundown and endure hunger and spiritual reformation. The goals of Ramadan are to reflect on how to be a better human and help restore justice, peace and harmony in the world.

Since we have practicing Muslim students and employees in our community, we would like to make you aware that you may receive accommodation requests from our Muslim community members in the coming weeks.

The requests may range from student requests for an alternative deadline or time for an assignment or exam (likely for earlier in the day when Muslim students may not be as hungry and can concentrate better), requests to be excused from class for a short period of time to pray (about 10 minutes five times a day, usually 3-4 of which are during business hours depending on the season), requests to break the fast (**Iftar**) at sundown if they happen to be in a class, lab or clinic in order to have a snack or drink and/or requests to be excused from class or work for holiday time off during the last few days of Ramadan in order to celebrate with family (**Eid al Fitr**). There may be other requests but these are the main requests for accommodation we receive.

The Office of Equal Opportunity (OEO) has worked for over a decade with students and employees who may request accommodations for Ramadan with the goal of accommodating these requests, when reasonable, for Muslim community members observing Ramadan. Our hope is to continue collaborating with faculty members when students ask for these accommodations this year as well.

We are also seeking support from your offices to pass this message along to your faculty, staff and Muslim students as well as managers of practicing employees and those who support students. The OEO is willing to co-write or help with any messages on this topic you send to students, staff and faculty members if you wish. We want to make sure anyone who is seeking accommodations knows how to request them. Please refer these individuals to the OEO. Faculty members normally are the first point of contact for student requests and managers are the first point of contact for employees. We want to ensure they all understand how to appropriately respond to these requests and to refer students and employees to our office when necessary.

Additionally, it is important for others who will be around our practicing Muslim community members to be informed about this upcoming period of observance and to cultivate a respectful environment. For example, in OEO, we are more conscientious about eating our meals away
from those observing Ramadan, we refrain from breakfast and lunch meetings during Ramadan, we keep food away from public office spaces during this month out of respect for our fasting colleagues and we try not to schedule important staff meetings on Iftar and Eid.

Please contact the Accommodations Team with any accommodation requests you may receive, either via email to Katherine.Vosker@tufts.edu, Amin.Fahimi_Moghadam@tufts.edu, and Johny.Laine@tufts.edu or Accommodations.OEO@tufts.edu or via phone at 617.627.3298.

Thank you for your collaboration in sustaining equity at Tufts and for supporting a community of belonging for our Muslim community members. If you have any questions please let us know.

Katherine H. Vosker, Accommodations Manager and 504 Officer and Jill A. Zellmer, Executive Director and Title IX Coordinator, Office of Equal Opportunity