

# **Quantitative Methods of Social Research**

## **SOWK 4880**

**Spring Semester, 2026**

**Class Time: Monday 2:00PM - 5:00PM**

**Location: BLB 073 From 2 PM – 3:10 PM**

**Gateway room 141 From 3:30 PM - 5 PM**

### **Instructor Information**

**Instructor:** Sukyung Yoon, Ph.D., MSW

**Email:** Sukyung.Yoon@unt.edu

**Office location:** Chilton Hall 390C

**Office Hours:** by appointment

### **Course Description**

This course provides students with an introductory overview of quantitative social work research methods and their relevance to social work practice. It covers fundamental concepts and models of quantitative research methodology, with a particular emphasis on data analysis within the field of social work. The course aims to help students develop a comprehensive understanding of the scientific method, enhancing their knowledge base in social work practice and informing social policy through empirical research.

### **Required/Recommended Materials**

#### **Required Textbooks:**

**Robert W. Weinbach & Richard M. Grinnell. (2014). *Statistics For Social Workers* (9<sup>th</sup> Ed). Pearson.**

#### **Optional book:**

Allen Rubin & Earl R. Babbie. (2024). Research Methods for Social Work (10<sup>th</sup> Ed). Cengage.  
Blanksby, P., & Barber, J. (2006). SPSS for social workers: An introductory workbook. NY: Allyn & Bacon.

Publication Manual of American Psychological Association (APA) (2020) (7th Ed.). Washington, D. C.: American Psychological Association. (Recommended Writing Manual)

Additional materials will be utilized during the semester. These materials will be available through links within the course Canvas platform and/or through the University library.

## Course Objectives

Core Competency	Course Objectives	Assessment
Competency 4  Engage in Practice-Informed Research and Research-Informed Practice	1. Students will apply research findings to inform and improve practice, policy and programs (2022 EPAS).  2. Students will identify ethical, culturally informed, anti-racist, and anti-oppressive strategies that address inherent biases in quantitative research methods to advance research in social work (2022 EPAS).	Lectures (Readings)  Tests  Lab Exercises  Data analysis assignments   CITI training   Presentation   Research proposal (using quantitative research methods)
Competency 9  Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities	3. Students will select and use culturally responsive methods to evaluate outcomes (2022 EPAS).  4. Students will critically analyze outcomes and apply evaluation findings to improve practice effectiveness with individuals, families, groups, organizations and communities (2022 EPAS).	Lectures (Readings)  Tests  Lab Exercises  Data analysis assignments   CITI training   Presentation   Research proposal (using quantitative research methods)

\*Council on Social Work Education Educational Policy and Accreditation Standards (EPAS) Social Work Core Competencies

## How to Succeed in this Course

### Classroom Policies

#### Attendance Policy

Consistent attendance and professionalism are vital to social work education. While penalties for absences are determined within each course separately, it is generally expected that students attend every class and are on time as they are preparing for the social work profession. Regular attendance for the entire class period is expected, as is punctuality. University sanctioned excused absences may be requested with satisfactory evidence provided (i.e. military service, religious holy day, university function) in accordance with [UNT 06.039 Student Attendance and Authorized Absences \(Please see the last page on the policy\)](#)

#### **For SOWK 4880 attendance is crucial.**

It can be challenging to catch up if you arrive late or miss class. If you are late to class four times, it will count as one absence. Additionally, if you miss class four times during the semester, your final grade will be lowered, even if you have perfect scores on all assignments and tests. For example, if you earn a final grade of A but have four absences, your grade will be adjusted to a B.

If you cannot attend class on time and regularly, I encourage you to wait until you are prepared to take the course in a future semester.

Please also note that all materials and examples used in this course will pertain to the field of social work. If this subject matter is uncomfortable for you, feel free to cancel your enrollment as soon as possible. I completely understand.

Thank you in advance for your cooperation and understanding!

#### Intellectual Property

All course materials and course content are the intellectual property of the instructor and/or your classmates. As a result, recording audio or video of the class, as well as the duplication of or forwarding of e-mail and Canvas postings is prohibited without written permission. This means, for example, that you may not post materials from the class, audio of lectures, or video of the class to personal web pages, Facebook, YouTube or any other electronic medium without the written consent of the instructor, and if appropriate, all relevant class members. Students may, however, request permission from the instructor to record course lectures for personal academic use. (See UNT Policies-Academic Integrity)

#### ADA Statement

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your

specific needs in a course. You may request reasonable accommodation at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website (<http://www.unt.edu/oda>). You may also contact ODA by phone at (940) 565-4323.

### Academic Integrity

Academic integrity emanates from a culture that embraces the core values of trust and honesty necessary for full learning to occur. As student-centered public research university, UNT promotes the integrity of the learning process by establishing and enforcing high academic standards. Academic dishonesty breaches the mutual trust necessary in an academic environment and undermines all scholarships. Academic dishonesty includes cheating, plagiarism, submitting a paper multiple times to complete course requirements, forging the signature of the instructor or of another student, fabrication, and/or facilitating or sabotaging the academic dishonesty of other students for exams, papers etc.

Plagiarism can take various forms:

Cheating: This includes exchanging answers on tests or pretending the work of others is your own work. This includes using work drawn from books, essays, newspapers and magazines, websites, and papers you wrote for another class or one that was written by other students.

Non-attribution: Copying quotes or text where you don't give proper credit. You should use quotation marks for quotes and block indentations for passages. Always use citations at the end of a quote. The best way to avoid non-attribution is to always give ample credit to source authors. Better to have too many citations than to fail to credit your sources.

Patchwriting: Using quotes and the structure of someone else's writing as your own. It is careless paraphrasing. Please summarize and report what you are reading using your own words. Quotes should be kept to a minimum as per APA guidelines.

Students who are unsure whether a particular act constitutes plagiarism should consult their instructor. Professors will periodically utilize Turn-It-In software on Canvas to determine that students are not plagiarizing.

Specific details and description of UNT's Policy on Student Standards of Academic Integrity (18.1.16) and students' right to appeal are available at <https://policy.unt.edu/policydesc/student-standards-academic-integrity-18-1-16>.

### Tutorials on Academic Integrity

We strongly recommend that you complete the tutorials and quiz linked from the UNT Academic Integrity website. The UNT website in full is found here:

<https://vpaa.unt.edu/fs/resources/academic/integrity>

Also review the CBB (Colby, Bates, and Bowdoin Colleges) Plagiarism Resource site:

<http://abacus.bates.edu/cbb/>. After reviewing these resources, please take the "self-test" at

<http://abacus.bates.edu/cbb/quiz/index.html>

Students identified as potentially committing academic dishonesty at UNT will be reported to the Graduate Director and Chair of the MSW Program and will also be reported to appropriate University officials. University policy supersedes department policy.

At UNT, after meeting with the student, a report may be made to the Dean of Students at:  
<https://vpaa.unt.edu/fs/resources/academic/integrity>

Faculty will immediately contact students with a potential violation to meet with them to discuss the situation. Students will be apprised of their student rights and responsibilities and asked to provide an explanation for their behavior. If the student(s) acknowledges the act of academic dishonesty and the faculty member is satisfied that the incident can be effectively resolved with a grade sanction, the faculty member will assign one of the following sanctions:

- a. Admonition. Verbal or written reprimand
- b. Performance of additional work/Assignment of Educational Coursework. The student may be required to perform additional coursework not required of other students in the specific course.
- c. Changing/reduction of grade--Partial or no credit for an assignment or assessment. The instructor may award partial or no credit for the assignment or assessment on which the student engaged in academic dishonesty, to be calculated into the final course grade
- d. Withdrawal from the course
- e. Failure. The instructor may assign a failing grade for the course

Academic dishonesty is grounds for termination from the Social Work Program or denial of admission.

#### Communication

Connect with me through email and/or by attending office hours. During busy times, my inbox becomes rather full, so if you contact me and do not receive a response within two business days, please send a follow up email. A gentle nudge is always appreciated.

#### **The use of GenAI tools is limited use in the course**

In this course, the use of GenAI tools is limited as directed by the instructor. Any additional use requires explicit permission, proper citation, and authentic student work.

#### **Inclusion and Civility**

As a student you should consider the viewpoints and ideas of others with courtesy, even if you disagree. This policy extends to our online interactions, including discussion boards, emails and social media. Creating a civil discourse is part of embracing our professionalism.

Listen with openness, offering your suggestions and ideas in a positive and respectful manner. When in doubt, refrain from responding until you at least thoughtfully considered what they are stating. Reread emails and other communications to assess tone and discrepancies between message intended and

message conveyed. In a national climate of distrust and disrespect it is important to model civility in every word and deed. Our social work program provides a unique opportunity to deconstruct our biases, prejudices, and privilege and to evolve our values. We must make the commitment to know ourselves deeply. We learn to speak out against incivility. We must sometimes embrace uncomfortable discoveries about who we have been and still are. Growth often begins where our comfort zones end. Through reflection, especially for those who are new to this journey, we seek to understand other persons' perspectives. Connecting in relationships with those who are different from us will sometimes leave us feeling uncomfortable, awkward, sad, or enraged.

Respectful dialogue, even without resolution, is valuable. We are committed to fostering socially just environments in our classrooms, work and gathering spaces. It is everyone's job to continue building social environments where we can have honest and respectful conversations. Valuing the dignity and worth of all persons and seeking to honor our cultural/racial/ethnic differences is paramount to embracing the ethical basis of our profession. How we choose to treat our colleagues and fellow students reflects directly on how we will interact as social workers with our clients. These common, ordinary exchanges are a window into our commitment to professionalism and social justice.

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation so we will work as a class to collaborate in ways that encourage inclusivity. ([Code of Student Conduct](https://deanofstudents.unt.edu/conduct)) (<https://deanofstudents.unt.edu/conduct>)

**Students must interact with classmates and the instructor respectfully and constructively in the class!**

## Assessing Your Work

Assignment	Point Value	Percentage
Tests 1 & 2	20	20%
Data Analysis assignment 1	10	10%
Data Analysis assignment 2	10	10%
Data Analysis assignment 3	10	10%
Presentation	5	5%
Research proposal	25	25%
In-Class Exercise (Lab) and class participation	10	10%
CITI Training	10	10%
<b>Total</b>	<b>100</b>	<b>100%</b>

**A = 90-100**

**B = 80-89**

**C = 70-79**

**D = 60-69**

**F = 0-59**

## Course Requirements/Schedule

- 1. Test (C4, C9) 20%:** Students will take two tests covering the course content. Tests will measure students' ability to recall, understand, apply, analyze and synthesize course content.
- 2. Data Analysis Assignment (C4, C9) 30%:** Students will be provided data and conduct data analysis using SPSS. Related content will be covered in the class. Students will be required to independently conduct data analyses using the SPSS software. Students will submit a written summary of the results of their statistical analyses. Students will also submit applicable statistical output. Details will be provided in the class.
- 3. Research proposal, including literature review, research questions/ following hypotheses, variables, measurements, sampling and selecting data analysis methods (C4, C9) 25%:**

This is a group assignment. Each group has 5 or 6 students. Students will conduct a literature review with at least five peer-reviewed journal articles, create research questions and the appropriate hypotheses in social work areas based on quantitative research methods. Students will select variables, measurements and specific data analysis methods to test the hypotheses. After the presentation **on April 27**, students will submit the research proposal after applying the instructor's comments **by May 7**.

Details will be provided in the class.

**\*\*By March 31: Please email me your group's research topic.**

After getting permission from the instructor for the topic (and hypotheses), students may start their assignment.

**(Please avoid selecting a controversial issue that may increase tension in the classroom).**

This is your first research proposal. Controversial issues are challenging for even experienced researchers. After you gain more experience as a researcher, you may study any complex and delicate issue in the future.

### 4. Presentation (C4, C9) 5%:

This is a group presentation that highlights details from the research proposal. (10 PT slides)

### 5. CITI Training (C4): (10%)

Each student must enroll in and pass the CITI Human Subjects training required by UNT. The Documentation of completion must be submitted to CANVAS.

**Students take the "Social/Behavioral Research Course"**

Go to <https://www.citiprogram.org>

Click "Register" (top right-hand corner of website)

Under "Select Your Organization Affiliation," type University of North Texas, and when the list is presented, click "University of North Texas (Denton, TX)

Click the checkbox "I AGREE to the Terms of Service and Privacy Policy for accessing CITI Program materials."

Click the checkbox "I affirm that I am an affiliate of the University of North Texas (Denton, TX).

\*NOTE: If you are unaffiliated with UNT, do NOT click this option. Call the Office of Research Integrity and Compliance at 940-565-3941 or e-mail [untirb@unt.edu](mailto:untirb@unt.edu) for further instructions. \*

Click "Continue to Create Your CITI Program Username/Password"

**Students take the "Social/Behavioral Research Course"**

**6. Lab exercise attendance and professional participation (10%):** Students will practice data analyses in the lab while learning quantitative research methods in the class. **While practicing data analysis and in any class situation, students must act respectfully and constructively toward their classmates and the instructor.**

**For SOWK 4880, attendance is crucial.**

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Thank you in advance for your cooperation and understanding.

**A = 90-100**

**B = 80-89**

**C = 70-79**

**D = 60-69**

Week	Date	Topic	Assignment Due
Week 1	Jan 12	Syllabus review & introduction	
Week 2	Jan 19	No Class (MLK Jr Day: Campus Closed)	
Week 3	Jan 26	Chapter 1 Formulating quantitative research questions, understanding hypotheses	
Week 4	Feb 2	Chapter 1 (cont.) Formulating quantitative research questions, understanding hypotheses	
Week 5	Feb 9	Types of relationships between variables and operational definitions	
Week 6	Feb 16	Types of relationships between variables and operational definitions  Information for Test 1	
Week 7	Feb 23	Test 1 (in- class)  Chapters 2 and 3  Frequency, central tendency, variability	Test 1
Week 8	March 2	CITI Training <b>(No meeting)</b>	Submit the CITI certificate via Canvas (Due: March 5)
Week 9	March 9	No class  Spring Break	

Week 10	March 16	Lab exercise Data analysis assignment 1	Data analysis assignment 1 (Due: March 23)
Week 11	March 23	Chapters 4 and 5  Normal distributions Testing hypotheses	List your group member names for group PJ [Due: March 20]
Week 12	March 30	Chapters 6 and 7 t–tests Anova Lab exercise	Email me your group's research topic (Due: March 31)
Week 13	April 6	Lab exercise Data analysis assignment 2	Data analysis assignment 2 (Due: April 13)
Week 13	April 13	Chapter 9, Correlation  Lab exercise  Data analysis assignment 3	Data analysis assignment 3 (Due: April 20)
Week 14	April 20	Group Activity  Consulting (research hypothesis, data analysis and overall proposal)	Submit PowerPoint Slides <b>(Due: April 24)</b>
Week 15	April 27	Group Presentations	
Week 16	May 4	Final Exam	Submit Research proposal paper <b>(Due: May 7)</b>

## **Supplemental readings**

Blanksby, P., & Barber, J. (2006). SPSS for social workers: An introductory workbook. NY: Allyn & Bacon.

Kirkpatrick, L. A., & Feeney, B. C. (2006). A simple guide to SPSS for Windows for versions 12.0 & 13. Belmont, CA: Wadsworth/Thomson Learning

McHugh, M. L., & Hudson-Barr, D. (2003). Descriptive statistics, Part II: Most commonly used descriptive statistics. *Journal for Specialists in Pediatric Nursing*, 8(3), 111-116.

Yoon, S., & Choi, S. (2025). Loneliness and anxiety among middle-aged and older adults living in areas severely impacted by COVID-19: Weighing family cohesion and family conflict. *Journal of Human Behavior in the Social Environment*, 1–17. <https://doi.org/10.1080/10911359.2025.2507140>

Yoon, S. (2024). Elder abuse victimization, mental health, and protective factors. *Aging & Mental Health*, 28(10), 1334–1342. <https://doi.org/10.1080/13607863.2024.2326992>

Yoon, S., & Mahapatra, N. (2024). Domestic Violence, Mental Health, and Resilience Among Older Adults in the U.S. During COVID-19. *Journal of Aging and Health*, 36(3-4), 194 - 206. <https://doi.org/10.1177/08982643231181753>

Yoon, S., & Choi, S. (2022). Stress-related to COVID-19, anxiety, and protective factors among middle-aged and older adults in the largest outbreak areas in South Korea. *Aging & Mental Health*, 26(10), 2090-2099. DOI: 10.1080/13607863.2021.2017850

Yoon, S., Cummings, S, Nugent, W. R., & Forrest-Bank, S.S. (2022). How Spousal Physical Abuse Impacts Suicidal Ideation among Community-Dwelling Older Adults: The Effects of Protective Factors. *Aging & Mental Health*, 26:1, 130-139, DOI: 10.1080/13607863.2020.1844144

Yoon, S., Cummings, S., Nugent, W. R., & Forrest-Bank, S. (2020). Protective factors against suicidal ideation among community-dwelling older adults with experience of spousal physical abuse: focusing on direct and indirect protection. *Aging & Mental Health*, 24(11), 1854-1863. DOI: 10.1080/13607863.2019.1636208

Nugent, W. R., Yoon, S., & Walters, J. (2019). An empirical demonstration of the existence of measurement dependence in the results of a meta-analysis. *Journal of the Society for Social Work and Research*, 10(1), 161-187, DOI: 10.1086/699248

## **Helpful Websites:**

Methods 101: Question Wording. Retrieved from

<https://www.youtube.com/watch?v=eFzGdQrr2K8>

Methods 101 Random Sampling (Pew Research Center), retrieved from:

<https://www.youtube.com/watch?v=sonXfzE1hvo>

<https://onlinestatbook.com/>

<https://www.spss-tools.net/en/>

[https://www.youtube.com/watch?v=Qt-TlsY\\_b3k](https://www.youtube.com/watch?v=Qt-TlsY_b3k)



**Policy Chapter:** Chapter 6 Faculty Affairs

**Policy Number and Title:** 06.039 Student Attendance and Authorized Absences

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### **I. Policy Statement**

The University of North Texas recognizes that regular attendance and participation in class promotes student success. It is the responsibility of the faculty member to notify students in writing of any special attendance requirements for the class which may be in addition to this policy. This policy applies to all modes of course delivery.

### **II. Application of Policy**

Faculty and Students.

### **III. Policy Definitions**

#### ***A. Required Military Service***

“Required Military Service,” in this policy, means military service performed by a member of the Texas National Guard, or the Texas State Guard, or federally funded state active service, or federal active service.

#### ***B. Faculty***

“Faculty,” in this policy, means any person who is the teacher of record for a course offered for academic credit, including adjuncts, teaching fellows (TFs), instructors, lecturers, senior lecturers, principal lecturers, assistant professors, associate professors, and professors.

**C. Official University Function**

“Official University Function,” in this policy, means all activities, events, and programs sponsored by an academic or administrative unit of the University and all activities and on-campus programs sponsored by student or employee organizations.

**D. Place of Duty**

“Place of Duty,” in this policy, means location to which the student receives official orders to perform military service.

**E. Reasonable Time**

“Reasonable Time,” in this policy, means a time frame specified in the syllabus or mutually agreed upon between the instructor and the student. In cases where an agreement between instructor and student cannot be reached or there is no specification in the syllabus, a reasonable time means typically no fewer than 10 business days.

**F. Religious Holy Day**

“Religious Holy Day,” in this policy, means a holy day observed by a religion whose place of worship is exempt from state property tax.

**G. Student**

“Student,” in this policy, means a person who is enrolled in one or more courses offered for academic credit.

**IV. Policy Responsibilities**

**A. Student Responsibility**

The student is responsible for regular and punctual attendance and is expected to participate in all courses in which the student is enrolled.

**B. Notice of Attendance Expectations**

Faculty members must clearly state in their syllabus the requirements for class absence and/or participation and the impact of absences/participation on course grades.

**C. Class Attendance**

1. Faculty members must record student class attendance through the reported Census date.
2. Absences may lower a student’s grade where class attendance and class participation are deemed essential by the faculty member.
3. Departments and similar academic units have the authority to establish department-wide or course-wide attendance standards. Students must be notified of the standards in writing.

***D. University Excused Absences***

The first point of contact for all students should be the instructor. Absences that do not fall under Title IX, Required Military Service, and Official University Functions, are deemed a matter between the student and their faculty member. If the absence is due to an extenuating circumstance that exceeds 5 consecutive days, the faculty member may request for the student to provide documentation through the Dean of Students' office.

1. An absence will be excused by the university for:
  - a. religious holy day, including travel for that purpose;
  - b. participation in an official university function;
  - c. required military service, including travel for that purpose;
  - d. pregnancy and parenting under Title IX; and
  - e. when the University is officially closed.
2. A student is responsible for requesting in a reasonable time an excused absence in writing, providing satisfactory evidence to the faculty member to substantiate excused absence, and delivering the request personally to the faculty member assigned to the

course for which the student will be absent.

3. Faculty members are required to find a fair resolution if a student missed an examination or assignment on days when the university is officially closed.
4. A student will not be penalized for a university-excused absence and will be allowed, when practicable, to take an examination or complete an assignment from which the student is excused within a reasonable period after the absence.

***E. Student Absence Due to Religious Holy Day***

A student will be excused from attending classes or other activities, including examinations, for observance of a religious holy day, including travel for that purpose.

1. A student should notify a faculty member of anticipated absence to observe religious holy days as early in the semester as possible.
2. An excused student may not be penalized for the absence and must be allowed to complete any examination or assignment missed during the absence within a reasonable period after the absence. The faculty member may take appropriate action if a student fails to satisfactorily complete an assignment or examination within a reasonable time.
3. If a student and faculty member disagree about whether the absence is due to observance of a religious holy day or whether the student has been given reasonable time to complete any missed assignment or examination, the student may appeal the decision using the process outlined in [UNT Policy 07.016, Student Complaint](#) or [UNT Policy 06.040, Grade Appeals](#).

***F. Student Absence Due to Required Military Service***

A student will be excused from attending classes or other activities for up to, but not to exceed, 25% of the total number of class meetings or the contact hour equivalent upon providing notice of participation in required military service, including travel to and from the place of duty.

1. A student who wishes to receive an excused absence due to required military service must provide a copy of the student's military orders or other documentation to the Dean of Students' office. The Dean of Students will verify the orders or other documentation and notify the faculty member about the military related absences. .
2. The syllabus for a course in which a student was enrolled when called to required military service must be retained so that the student may complete the course without prejudice and pursuant to the course requirements that were in effect when the student enrolled in the course upon the student's return from required military service. All course work completed by a student prior to being called to required military service will be retained until the student returns.
3. A student who returns from required military service who will not be able to satisfactorily

complete any outstanding assignments or examinations within a reasonable period of time must work with the faculty member to develop a written plan and timeframe for completing all outstanding assignments or to make any other arrangements as may be appropriate under the circumstances.

4. The maximum period for which a student may be excused will be no more than 25% of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which the student currently is enrolled at the beginning of the period of required military service.
5. A student returning from required military service who believes that they have not been given full and fair treatment in accordance with this policy, or all other relevant state or federal laws relating to return from required military service, may seek review under [UNT Policy 07.016, Student Complaints](#) or [UNT Policy 06.040, Grade Appeals](#).

#### ***G. Student Absence for Official University Functions***

Student absences due to participation in an official university function must be approved in advance by the Dean of Students Office. Athletic team member absences must be approved by the athletic director or designee. Excused students will be permitted to make up missed work when practicable or will be given special consideration so they are not penalized for their absence. The academic dean/athletic director or designee must notify the Dean of Students' office regarding the excused absences. Within three business days of receipt of the absence notice, the Dean of Students will provide absence documentation to the student for them to present to all instructors.

#### ***H. Student Absence due to Pregnancy and Parenting***

For reasons related to a student's pregnancy, childbirth, or any resulting medical status or condition, UNT will provide reasonable course modifications including but not limited to:

1. excuse the student's absence;
2. allow the student to make up missed assignments or assessments;
3. allow the student additional time to complete assignment in the same manner as allowable for a student with a temporary medical condition; and
4. provide the student with access to instructional materials and video records of lectures for classes which the student has an excused absence under this section.

A faculty member, department, or other academic unit that establishes course-wide attendance standards must comply with this policy.

Pregnant and parenting students may contact the Dean of Students' Office and submit a pregnancy and parenting accommodation request. Upon completing the request and including medical documentation, a staff member will assist the student by discussing their options regarding their coursework and/or advocate to instructors regarding their situation.

***I. Student Absence Due to Illness and Extenuating Circumstance***

1. Absences that do not fall under Pregnancy and Parenting, Military Service, Religious Holy Days, and Official University Functions, are deemed a matter between the student and their faculty member. If the absence is an illness or extenuating circumstance that exceeds 5 consecutive days, the faculty member may request for the student to provide documentation through the Dean of Students' office. Examples include but are not limited to:
  - a. temporary disability or injury;
  - b. extended medical absence or hospitalization;
  - c. illness of a dependent family member; or
  - d. major illness or death of a loved one.
2. For an extenuating circumstance not noted in IV.I.1, the Dean of Students' Office may provide advocacy to students who has presented with other extenuating circumstances to the instructor. However, the decision to excuse an absence remains with the faculty member.

**V. Resources/Forms/Tools**

[Student Reporting Page](#)

[Student Pregnancy and Parenting](#)

**VI. References and Cross-References**

[Title IX of the Education Amendments of 1972](#)

[Texas Education Code § 54.006\(f\)\(3\)](#)

[Texas Education Code § 51.991](#)

[UNT Policy 06.040, Grade Appeals](#)

[UNT Policy 07.003, Student Health and Wellness Center](#)

[UNT Policy 07.016, Student Complaint](#)

**VII. Revision History**

Policy Contact:	Asst. Vice Provost, Faculty Success
Approved Date:	01/01/1983
Effective Date:	01/01/1983
Revisions:	08/95, 06/99, 06/03, 07/03, 04/11, 05/16, 02/19, 03/02/2025