

POLICY:  <b>Religious and Ethnic Accommodations Policy</b>		POLICY NUMBER: <b>AM-017-A1</b>
		PREVIOUS/REPLACES: <b>Kirpan and Kara Policy</b>
APPROVED BY: <b>Executive Committee</b>	EFFECTIVE DATE AS OF: <b>November 1, 2021</b>	PRIOR VERSIONS: <b>N/A</b>

## 1. Policy Statement

Herzing College respects the rights of students and staff to observe their religious or ethnic beliefs provided such actions do not interfere with the educational process, cause stress or an apparent insult to other students or staff, or potentially lead to any unsafe conditions. Herzing acknowledges, and respects, that some religious or ethnic beliefs require staff and students to wear physical religious symbols; an example being, but not limited to, a hijab, kippah, cross (or crucifix), or kirpan.

## 2. Scope

This policy applies to all Herzing College students and staff.

## 3. Procedure

Below is an example of the procedural nature of reaching a safe accommodation to those students who wear physical religious symbols. While this example is of a student who follows the Sikh religion, the same care and forethought will be exercised for all students from all religious and ethnic beliefs.

1. Students needing accommodations should inform Admissions in writing prior to starting the program.
2. The “5 K’s” of the Sikh Religion
  - a. The Kesh, Kangha, Kara, Kachera, and Kirpan are 5 externally worn items of faith, which identify a baptized member of the Sikh religion.
    - **Kesh** – Uncut, long hair kept in a turban as a symbol of leadership.
    - **Kangha** – A small wooden comb used as a symbol of cleanliness and order.
    - **Kara** – An iron/steel bracelet worn as a symbol of strength and integrity.
    - **Kachera** – A traditional under-garment.
    - **Kirpan** – A short dagger symbolizing bravery and the defense of others.

### 3. Carrying a Kirpan While Studying at Herzing College

- a. Herzing College students carrying a Kirpan are expected to be in possession of the four other items of the Sikh faith (Kesh, Kangha, Kara, Kachera).
  - Herzing College students of the Sikh religion will be permitted to wear, or have on their person, a Kirpan while on-campus, or while participating in an off-campus Herzing College event.
  - Students are asked to secure their Kirpan within a sheath, which must be worn under their clothing so as not to be visible or pose a risk of being caught on a tool, machine, or piece of equipment.
  - The Kirpan should be sufficiently secured so that its removal is rendered difficult, but not impossible.
  - Students are expected to find an acceptable compromise should wearing the Kirpan pose a reasonable risk of causing injury to the wearer, or to another individual, during any school activity (i.e., operating equipment, sporting events, etc.).
  - The right to wear a Kirpan on Herzing College property or while representing Herzing College may be suspended if it is misused by the student.

### 4. Wearing a Kara While Studying at Herzing College

- a. Should wearing a Kara pose a reasonable risk of causing injury when using tools or operating shop equipment, students and faculty members are expected to work together to develop an alternate plan which ensures student safety, while also respecting the student's religious beliefs. This could include:
  - Temporarily removing the Kara during the activity;
  - Securing the Kara under a long-sleeve shirt or shop coat; or
  - Any other solution which is acceptable to the student and satisfies Herzing College's safety responsibilities.

## 4. Administration

The Campus President will oversee the administration and enforcement of this policy.

## 5. Review

This policy will be reviewed as required by the Executive Committee in 2023.