

# NDNU Health Services Medical Excuse Policy

## Documenting Student Illness

It is the policy of Health Services that we do not routinely provide excuse notes for students who miss classes due to illness or injury. Students who miss classes due to illness/injury are responsible for promptly notifying professors about absences caused by illness or injury, preferably prior to the class time rather than after the class time. Students should follow the directions regarding absence from class provided by the faculty member on the course syllabus. It is the purview of the faculty to determine when or if a student will be excused from class.

This policy is in line with General Undergraduate Attendance Policy in the NDNU Catalog regarding excused absences, which reads:

“While attendance in class is essential to a student's academic success and all students must accept their responsibility to be in class, it is recognized that there are some situations that necessitate absence from class. An example of an excusable reason from class includes a medical emergency with supporting documentation from a medical professional” (p.91).

## Exceptions: Medical Excuse Notes

Health Services will **only** provide medical excuse notes to students for medical conditions that prevent a student from **attending an exam or missing classes if the situation meets the following conditions:**

**The Health Services and Education Coordinator is involved in the medical care before the exam or class was missed;**

**AND**

**The condition is deemed medically significant by the HS&EC on site;**

**AND**

**Based on examination, the student is advised not to attend class.**

In general, the following conditions **will NOT warrant a medical excuse note:**

- A request for a medical excuse note from Health Services for verification of an illness after the illness is over or after missing a class or exam
- A class or an exam is missed for an appointment at Health Services
- Musculoskeletal conditions which do not prevent ambulation (such as minor ankle injuries, wrist sprains, etc.)
- Other minor illnesses that do not prevent a student from going to class

Students are encouraged to communicate directly with faculty regarding class attendance and/or completion of class assignments when an illness or injury does not meet the criteria outlined above.