UW REGULATION 6-713

Student Absence Policy

1. PURPOSE.

To establish a student absence policy.

2. FACULTY ACTION.

Class Attendance: Each student shall attend the lectures, recitations, and laboratories and participate in field work deemed necessary to fulfill adequately the academic requirements of each class. Each instructor, at the beginning of every semester, shall stipulate the attendance policy necessary for satisfactory completion of the course.

Authorized Absences: For participation in a University-sponsored activity or for unusual circumstances, such as a personal hardship, an authorized absence may be issued to the student by the Dean of Student’s or the Dean’s authorized representative. If a student has been hospitalized, or if the student has been directed by the Student Health Service or the student's private physician to stay at the student's place of residence because of illness, the Health Service medical staff or the student's private physician may issue a statement to the student giving the dates of the student's confinement.

Recognition of Authorized Absences: All instructors shall permit students who have official authorized absences to make up work without penalty in the classes missed. An authorized absence, however, merely gives the individual who missed the class an opportunity to make up the work and in no way excuses the student from the work required.

3. ADMINISTRATIVE PROVISIONS.

a. Statements from authorized medical sources which verify absences due to illness should be shown directly to instructors concerned. The decision to excuse such absences lies with the instructor, and the Dean of Students will not verify such statements.

b. The Student Health Service medical staff will, upon the request of the student, issue statements whenever restricted activity is recommended for a limited period of time.

Source:

University Regulation 713, Revision 1; adopted 7/17/08 Board of Trustees meeting