

Student Academic Consideration and Student Absence in Phase 2

Absence of 1 day with no Compulsory task due. eg SPR, CS, Clinical competency)

Student:

- Advise Clinical placement Manager/Coordinator (Wollongong, Shoalhaven, Bowral)
- Arrange (if required) to make up scheduled clinical / academic activities missed. **If covered under AC then day will be recorded as 1 day absence.**

Clinical Placement Coordinator:

Ensure that the student arranges to make up scheduled clinical / academic activities missed if not covered by AC guidelines. **If covered under AC then day will be recorded as a 1 day absence.**

Absence – SPR,CC, assignment task due OR

2 days or more

e.g. **Medical** (e.g. Illness, surgery), **Compassionate** Grounds (e.g. unplanned carers responsibility) or **Extenuating Circumstances** (e.g. Legal commitment) As per SAC* Policy.

Student:

- Advise Clinical Placement Coordinator and other relevant staff (Wollongong, Shoalhaven, Bowral)
- Complete SAC* via SOLS (A Med Cert or other supporting documentation will be required).

Clinical Placement Coordinator:

Ensure that the student arranges to make up scheduled clinical / academic activities missed, in line with "Making up missed clinical experience policy".

Other Absences which fall outside the scope of the UOW SAC policy

The GSM uses the SAC Policy as a basis for approving absence. Absence requests outside the scope of the SAC Policy (i.e. presentation at a medical conference or significant clinical education experience) will be considered on an individual basis and will only be approved in exceptional circumstances.

Student:

If you feel you have a strong / exceptional case for absence which falls outside the UOW SAC Policy, email the Sub Dean with details of your request.

The Sub Dean may:

- Discuss the student request with the Chair, Curriculum Manager or other relevant party.
- Advise Student of Approval / Non Approval of absence.
- Advise relevant staff members

If the absence is approved students **MUST** make up required activities at a time convenient to the GSM