

EXCUSE NOTES FOR PATIENTS

Policy: CSB Health Services encourages students to accept responsibility for their own well-being, including their health. Health Services encourages patients to function independently and to be accountable for their own academic performance.

Procedure: The purpose of this policy is to inform students that in times of illness/injury it is the responsibility of the student to communicate directly with faculty and staff.

1. CSB Health Services will not be responsible for issuing excuses for missed classes, assignments, or work due to illness/injury. An information letter for faculty can be provided to the student explaining this policy, if needed.
2. In situations that a student experiences serious illness/injury or on-going health problems, absence notifications will be handled on an individual basis after evaluation in CSB Health Services.