



EMORY
COLLEGE
OF ARTS AND
SCIENCES

Office for Undergraduate Education

Absence or Missed Deadline Honor Code Statement

The Office for Undergraduate Education (OUE) does not provide official absence excuses for missed classes, quizzes, or assignments. The OUE may provide an official absence excuse for a missed midterm/exam or final exam at the request of an instructor, as noted in the Emory College Course Catalog.

The OUE defers to the judgment of course instructors to make decisions to allow students to make up their work, such as quizzes, tests or assignments. Emory Student Health Services does not provide absence excuses and students are not required to disclose confidential medical/personal records to their instructors. If a student does not have official documentation to verify illness/hardship/other emergency, then this form may be used to verify need so that an instructor may allow make-up quizzes, tests or assignments.

Required Student Information <i>(please print)</i> :			
Full Name: Last Name First Name Middle Initial			Emory ID:
Email Address:		Home Phone:	Cell Phone:
Course:		Instructor:	

I, _____, state that my absences on the
following date(s) _____ were due to illness or personal injury.

I understand that giving false or misleading information for the purpose of gaining academic advantage is a violation of the Emory College Honor Code, and may lead to disciplinary actions specified in Honor Code.

Signature: _____ Date: _____

OPTIONAL: If a professor requests OUE verification, an instructor may refer the student to an OUE Dean or Academic Adviser (White Hall 300 or 404.727.6069). Instructors may contact the OUE Dean or Academic Adviser for assistance with making accommodation decisions.