

Medical Self-Declaration Form

Short term: Up to 72 hours (under 3 days)

This student medical self-declaration form is intended to replace the need for a medical note and supporting documentation from a health care provider when, in the case of a short-term medical circumstance, a student wishes to seek an academic consideration. The request is to be made in good faith by the student requesting the academic consideration due to a short-term condition that impacts their academic activities (e.g., participation in academic classes, delay in assignments, etc.). The period of this short-term medical condition for academic consideration must fall within a 72-hour (3-day) period.

The form needs to be submitted to your instructor either during your brief absence or, in cases where you are too unwell, within 24 hours of the end of your 3-day brief absence.

Note 1: The medical self-declaration form may only be used once per course per term.

Note 2: In cases where a student has a medical circumstance that will impact academic activities that exceeds 72 hours (3 days), or in the case of a request for a deferred exam, the *Brock University Medical Verification Form* must be submitted.

Student name: _____ Student number: _____

Brock email: _____ Date(s) of brief absence: _____

Section A: Academic Requirements Needing Consideration

Course: _____ Term: _____ Instructor/Supervisor: _____

Academic requirement missed during brief absence for this course:

Attendance /
Participation marks
Lab / Tutorial / Seminar
Written assignment
Quiz

Test
Group work
Thesis /
Dissertation obligation
Oral presentation

Placement / Fieldwork
Other: _____

Section B: Self-Declaration of Brief Absence

I am submitting this self-declaration as a request made in good faith for academic consideration for **a maximum of 72 hours**. I expect to resume all academic obligations after this 72-hour period. (Please initial below)

AP I declare that I am unable to attend class or complete academic work due to experiencing an acute medical condition that has temporarily impaired my physical and/or mental health.

AP I understand that it is my responsibility to submit this form as soon as the need is apparent (and no later than 24 hours after the end of my brief absence), and to follow-up with my instructor(s) and/or graduate supervisor about missed academic requirements.

AP I understand that providing any false or misleading information or using this form to delay or avoid fulfilling academic requirements, constitutes a breach of academic integrity as outlined in the Brock University Academic Integrity Policy.
brocku.ca/academic-integrity/wp-content/uploads/sites/5/Academic-Integrity-Policy.pdf

Student signature:  Date: _____

Section C: Delegate

I consent for the following person (name) _____ to act as a delegate on my behalf (i.e., submit documentation) as I am currently unable to take action for myself. Please note that if a student is incapacitated, a substitute decision-maker/attorney may act on their behalf without the student signature.

Student signature: _____ Relationship to delegate: _____

Section D: Submitting this Form

The form needs to be submitted to your instructor either during your brief absence or, in cases where you are too unwell, within 24 hours of the end of your 3-day brief absence.

Information about Medical Self-Declaration Form (less than 72 hours)

When should this form be used?

- If you (a student) are experiencing an unexpected acute illness (e.g., stomach flu) that has led to physical or psychological impairment of sufficient severity that you feel you are temporarily unable to meet required academic requirements.
- This is for brief absences when you expect to return to full academic functioning within 72 hours.
- Submit this form no later than 24 hours after the end of your brief absence. Submit to your instructor and/or supervisor directly.

What if my illness or distress lasts more than 72 hours?

- If you anticipate that you will need consideration for a longer period of time, you will need to complete the *Brock University Medical Verification Form*.

When should this form not be used?

- If you become ill during an exam. In this instance, you must submit a Medical Verification Form
- For courses in which there are no marks associated with your absence.
- Any reason for absence other than an unexpected acute medical condition.
- If you have a personal or family event (e.g., vacation, wedding) to attend or other competing commitments that you are aware of in advance of your academic commitments. In such cases, you should consult directly with your instructor and/or graduate supervisor.
- If you are seeking academic accommodation due to a disability, please contact Student Accessibility Services to arrange appropriate accommodations.
- If you are seeking academic accommodation due to participation in an approved student activity such as a conference, performance or competition, please refer to the "Accommodation for Student Activities" process in the Faculty Handbook to seek accommodation for absences.
- If you are seeking academic accommodation on religious grounds, please refer to the "Accommodation for Students on Religious Grounds" process in the Faculty Handbook.
- If you feel you are unable to meet academic requirements due to experiencing high levels of academic stress or due to an ongoing health condition, you should go to the Student Wellness and Accessibility Center for support and to discuss any short-term or long-term accommodation needs.

Do I need to get documentation from a doctor or other professional to support my brief absence?

- No. This self-declaration form replaces the need for a sick note or supporting documentation. Acute illnesses may take a few days to resolve and students who are acutely ill (i.e., vomiting, diarrhea, fever) should remain at home and rest to avoid spreading illness to others. The Student Wellness and Accessibility Centre does not provide documentation for brief, acute, self-limiting illnesses.

What academic consideration might I receive?

- At the discretion of the instructor or supervisor, consideration may include: an excused absence; an extended or deferred deadline; a modified schedule for assignments, labs, placements, projects or comprehensive exams; a deferred project; an alternative assignment; or a re-weighting of marks.