



Re: Excuse Notes

Please note, the University of Richmond Student Health Center (UR SHC) does not provide written excuses for students who miss class or assignments due to a short-term illness or an injury. This policy is consistent with American College Health Association recommendations and the policies of our peer institutions. It also reflects our commitment to teaching students how to use healthcare resources appropriately and supporting meaningful dialogue between students and faculty.

### **Policy Rationale**

People often miss work or school when they feel symptomatic from a cold, gastrointestinal upset or another minor, self-limiting illness or injury. In many cases, the best course of action is to rest and practice self-care at home. When students see a healthcare provider solely to obtain an excuse:

- These visits take appointments from students who need medical care
- Those with contagious illnesses risk exposing others

Becoming an independent adult involves learning how to take care of oneself when sick and how to decide when to seek medical care. To support this aspect of student development, UR SHC provides advice and guidance from our nursing staff (804-289-8064) for students who may have minor medical concerns or are unsure about when it is appropriate to seek further care. Additionally, we provide an After-Hours Nurse Triage service to offer recommendations about when to seek in person medical attention and self-care instructions for minor concerns.

### **Handling Missed Classes**

We recommend students who miss class or a deadline due to illness or injury follow the instructions in the course syllabus for notifying the instructor, preferably before the test/deadline/class.

We encourage faculty members to communicate with students to help them identify ways they may fulfill their academic responsibilities without jeopardizing their health or that of others. Please be aware the SHC cannot share medical information with anyone unless the student signs a medical release form permitting disclosure of protected health information.

Additional Resources:

University resources for students with significant health problems include:

- Services for Students with Disabilities: [disability.richmond.edu](http://disability.richmond.edu) (804-289-8615)
- Student Mental Health Services: [caps.richmond.edu](http://caps.richmond.edu) (804-289-8119)
- Students may also contact their respective Dean

We remain quite willing to provide medical care and appropriate documentation, as needed, to students who suffer a serious or prolonged illness, injury or disability. The SHC team is honored to share your dedication to the welfare and growth of our students. Thank you for your support.

University of Richmond  
Student Health Center