

**STUDENT DECLARATION OF ABSENCE**

**DUE TO FLU-LIKE SYMPTOMS**

Created by the Care Team on August 31, 2021

If you have minor flu-like symptoms **STAY HOME!** Prevent further spread of illness to other students, staff and faculty.

Complete and submit this form to your instructor and to care@royalroads.ca at your earliest opportunity.

By submitting this form you confirm that:

* your absence from class(es) listed below was a direct result of your inability to attend due to flu-like symptoms.
* the illness is true and that you understand your responsibilities under section D.2. of the policy on [Academic Integrity and Misconduct - Students](https://policies.royalroads.ca/policies/academic-integrity-and-misconduct-students), Submission of False Information.
* you acknowledge that this is not an exemption or an approved extension of the deadline for any exams, papers, participation, or projects that were missed during the time of your absence.
* you understand that a record of this declaration may be kept on file and patterns of illness investigated.
* for more serious illness requiring academic accommodations, please follow the latest instructions on our [Information for Students](https://www.royalroads.ca/about/covid-19-information-updates/information-students) page

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| **Student Name** Click here to enter text. | **Student ID** Click here to enter text. |
| **Instructor** Click here to enter text. | **Today’s Date** Click here to enter a date. |
| **Class Code(s)** (e.g. PCOM560)Click here to enter text. |
| **Date(s) of missed class** Click here to enter text. |
| **Signature** (**not required if sent from your email address currently on file at RRU)** |

**Note to instructors:**

This form enables students to take responsibility for reporting their own absence due to flu-like symptoms, alleviating an unnecessary administrative burden on the student, the health care system and Accessibility Services. In many situations of illness or injury, students do not require the care of a professional.

* Instructors may or may not choose to require this form.
* Instructors retain this form for the duration of their course, then discards unless there is an emerging pattern.
* If a pattern emerges, please email the relevantstudent declaration of absenceforms to RRU’s Care Team care@royalroads.ca. Care will encourage the student to see a doctor or health care provider to evaluate if there is an underlying health condition, and/or RRU’s Learning Strategy & Counsellor to provide tools to more confidently manage educational responsibilities.

If you have questions about this form or a specific case, please email Care at care@royalroads.ca. While information about a student’s health is confidential, they can help determine an appropriate response to repeat requests.