RYERSON UNIVERSITY

ACADEMIC CONSIDERATION DOCUMENT SUBMISSION
REQUIRED INFORMATION

You must inform your instructors when you miss work for medical or other reasons. Unless there are extenuating circumstances, this should be before the date of the test or exam, or the due date of the assignment.

- All documents including medical, other unforeseen circumstances, religious observance, athletic competitions, etc. must be submitted to your program department or to the Chang School for students who are not registered in a program.
- **Documents for medical and other unforeseen circumstances must be submitted within 3 working days of the missed work**.
- You instructors will be informed that the document has been submitted, and they will determine if you are to be given consideration for missed work.

Print clearly.

Student Name		
Student Number		
Ryerson Email Address		
Program		
Dates missed	**From:**	**To:**
Date this form submitted		

Complete the following for each missed class covered by the attached medical document. Each instructor will be notified that your medical document has been received. You are responsible for notifying your instructor.

Course # and Section	Instructor	Instructor's email address	Day and Date(s) missed	Work missed (e.g. test, lab, etc.)