Table 2: Planned Absence Information Requirements and Typical Decision Outcomes: Clerkship (Years 3 & 4)

Changes to rotation call schedules are not considered planned absences. Students who would like to request a change to their call schedule should contact the relevant Clerkship course director and Clerkship course administrator.

<table>
<thead>
<tr>
<th>Reason for Absence in Clerkship (Years 3 &amp; 4)</th>
<th>Information Requirements</th>
<th>Typical Decision Outcome for a Learning Session</th>
<th>Typical Decision Outcome for an Assessment</th>
</tr>
</thead>
</table>
| o Academic presentation at a conference  
  o Participation at a conference (only if student is in an official leadership role representing UofT participating in a working group or committee) | o Brief description of type of/reason for absence  
  o Date(s) of absence including presentation date and travel days, if applicable, and detailed list of corresponding activities to be missed  
  o Proof of acceptance of conference presentation or invitation to participate as a student leader  
  o Additional information/rationale required to justify approval of absence from an assessment | Normally approved for a maximum of five coursework days per academic year, normally not for more than 3 days in any single course. Exceptions informed by relevance of academic enrichment absences to student’s educational track and/or career goals or student’s leadership role. (Coursework days are defined as any day on which a student may be scheduled to participate in curricular activities, which may include Saturdays, Sundays and holidays in courses that include call and/or ER shifts.) | Normally not approved |
| o Significant Event (major celebration or event for self or another, invited athletics event or other competition) | o Brief description of type of/reason for absence  
  o Date(s) of absence and detailed list of corresponding activities to be missed  
  o Additional information/rationale required to justify approval of absence from an assessment | Normally approved unless absence falls on:  
  o days marked for course orientation  
  o scheduled call days  
  o days where Portfolio sessions are held  
  o Clerkship course of two weeks or less in duration | Normally not approved |
| o Health Care Appointment  
  o Caregiving  
  o Funeral/Memorial Service | o Brief description of type of/reason for absence  
  o Date(s) and time(s) of absence and detailed list of corresponding activities to be missed | Almost always approved | |
| o Religious Observance | o Brief description of reason for absence  
  o Date(s) of absence and detailed list of corresponding activities to be missed (List of examples of dates relevance published annually on Vice Provost, Students webpage.) | Almost always approved in accordance with U of T Policy on scheduling of classes and examinations and other accommodations for religious observance | |