

Academic Considerations for Absences/Extenuating Circumstances

NEW: 2020 FEAS Academic Consideration Policy & Form Changes

Up to 3 days

Submit documentation if you have it

- You can submit one request per term without documentation*

More than 3 days

Documentation is required**

IMPORTANT - New process since Fall 2019:

- Only one 3-day consideration without documentation is allowed per term
- Documentation is needed for absences of any length during **final exams**

*Note that absence(s) for *bereavement* does require documentation.

**Documentation may include verification of personal health condition, verification of confidential extenuating circumstances, self-attestation etc.

For details, forms and documentation see:

my.engineering.queensu.ca/Current-Students/absences-and-academic-accomodations.html

For detailed information please check:

<https://www.queensu.ca/studentwellness/resources/students-extenuating-circumstances>

Go to link:

Request for Academic Consideration form:

<https://www.queensu.ca/studentwellness/home/forms/extenuating-circumstances>

Complete/Prepare:

1. "Request for Academic Consideration for Extenuating Circumstances" form
2. FEAS course information
3. If applicable, also submit supporting documentation **within 1 week**

Submit documents to FEAS Cognito form program:

<https://qfeas.it/accom>

Instructors will be notified by email and the student will be copied

It is the **student's responsibility** to contact their instructor to make arrangements on missed coursework.

Questions? Email engineering.aac@queensu.ca