

# CLERKSHIP MD PROGRAM APPLICATION FOR ABSENCE FROM SELECTED TOPICS IN MEDICINE

Submit this form to request consideration for a planned absence from Selected Topics in Medicine, mandatory sessions. Please note that NOT all absences will be approved. Ensure you review the [MD Program Attendance and Absence Policy Overview](#) for more information on absences and approval. Requests will not be approved during assessment weeks, quiz days and if you are scheduled to present.

Please submit the signed form either in person or by email to [Carolyn Blushke \(Saskatoon\)](#), [Annie Ethier](#) or [Holly Doell \(Regina\)](#), [Nicole Toutant \(PA\)](#)

You must apply at least *5 business days* in advance of the missed session.

Notify your Year Coordinator **immediately** if you are unable to attend a mandatory session and submit this form **within 3 business days** of the missed session.

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Name of Applicant:

NSID:

Date Requested:

Type of Absence (circle): Planned or Unplanned

For an **Unplanned Absence** please indicate the reason:

For a **Planned Absence** please indicate the reason (optional for flex days):

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Provide the required details as specified in [“MDProgramAttendanceandAbsencePolicyOverview”](#). Please attach a second page when necessary. Supporting documentation may be required. If the supporting documentation is confidential in nature, it may be submitted to the Student Affairs Office at the respective site.

## For UGME Office Use

Date: \_\_\_\_\_

Administrative Coordinator Signature: \_\_\_\_\_

This Absence is: Approved Denied \*Conditionally Approved

*\*For Conditional Approval - Student must complete the conditions listed below and return to the UGME office*

TotalPlanned/FlexAbsencestoDate:\_\_\_\_\_

TotalUnplannedAbsencestoDate:\_\_\_\_\_

## MD PROGRAM CONDITIONAL APPROVAL COMPLETION LIST

Your absence is **CONDITIONALLY APPROVED**. Please review and complete and/or approve the conditions listed below and return the signed form either in person or by email to [Carolyn Blushke \(Saskatoon\)](#), [Annie Ethier \(Regina\)](#), [Nicole Toutant \(PA\)](#)



UNIVERSITY OF SASKATCHEWAN  
College of Medicine  
MEDICINE.USASK.CA

Initial When Completed	Complete or Approve these Conditions:

## For UGME Office Use

Date: Administrative Coordinator Signature: Absence Approved

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