

Medical Certificate Requirements

As you are aware it is a condition of your student visa that you are required to maintain satisfactory attendance and achieve satisfactory academic results.

In line with the requirements of the National Code 2018 AHSI attendance and course progress policies state that students are required to attend at least 80% of all scheduled classes (unless specified otherwise).

Can a medical certificate excuse me from missing class?

A medical certificate **does not** excuse your absence from a scheduled class or give you a class credit. An absence supported by a medical certificate will be counted towards the student's total absence when calculating total attendance. Arriving late or leaving early from a class also counts toward a student's total absence, regardless if a student has a medical certificate.

This means if a student is sick and absent for a period of more than 20% of the course or unit, a medical certificate does not influence the standard attendance and course progress policies. This includes any obligation of AHSI to report any policy breach to DHA.

What happens if I am sick and miss more than 20% of classes?

AHSI understands that students cannot avoid missing classes due to health conditions. Outlined below is a list of actions recommended a student take in this situation:

- See a medical practitioner and get a medical certificate as evidence as soon as is practicable
- Provide copies of medical certificates to student support either in person or by scanned copy via email
- Keep copies of your medical certificates in event DHA must be notified
- Contact student support as soon as you can about your condition and absence to discuss options available to you
- Request student support for your current attendance status due to the missed classes from illness
- Talk to student support to assist in booking in for catch up class as soon as is practicable
- Never wait till the end of term to explain why you missed classes
- Never consider or think a medical certificate is an exemption for missed classes

Can I continue my course if I miss more than 20% due to illness?

Depending upon a student's individual situation the student should be able to continue with their course either based on course progress considerations, catch up classes or repeating a term of studies which may require an extension of their original COE and visa.

Should students be required to apply for a deferral, including a retrospective deferral, students need to speak with a student support officer about their options and contact DHA for information on how it may or could impact on their student visa.

Does my attendance breach get reported to immigration if I was sick?



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In the event that the attendance policy is breached due to illness, and no intervention action has been taken by the student such as request for deferral of studies, then AHSI still has an obligation to report to DHA.

In this event, AHSI will advise DHA of the reasons for the breach. AHSI strongly advise students keep copies of all medical certificates as supporting evidence for AHSI.

Please feel free to seek advice from student support should you have any questions in relation to medical certificates and course deferrals.

Version Control

Date	Version	Author	Changes
18/03/2019	1.0	NC	Initial version
19/07/2019	2.0	NC	additions
15/03/2020	3.0	MS	Corrections and formatting