

Note from the University of Ottawa Health Service

Exam Deferral Procedures

Too sick to write your exam?

If you believe you are too sick to write an exam, you should consult a medical doctor **BEFORE** the exam. Seeing a doctor at the University of Ottawa Health Services is one option. If possible, it is preferable to schedule an appointment; however, there is always a doctor available to see patients without an appointment. We will do our best to ensure that students are seen promptly when they have an exam on the day they visit the clinic.

Our physicians will be pleased to speak with you, examine you, and offer advice to help you with your medical problem. If you fit the criteria set by the University to defer an exam for medical reasons, a certificate will be issued to you to give to your faculty. Please note that we are willing to assess and treat **ANY** medical problem, no matter how serious or minor. However, only students with a **SERIOUS** illness will be granted a medical deferral for an exam. Examples of illnesses acceptable for exam deferral include high-grade fever or admission in a hospital at the time of the exam. **Colds, diarrhea, headaches, menstrual cramps, insomnia and caffeine overdose may benefit from medical advice to ease symptoms, but they are NOT acceptable reasons to defer an exam.** Feeling unwell the day or two prior to an exam, leaving you inadequate “cramming time”, is also **NOT** an acceptable reason to defer an exam. If you are feeling unwell and are not sure if your illness meets deferral criteria, please consult a doctor. You can expect treatment of your illness, but you should **NOT** expect a deferral certificate to automatically be granted.

Of course students are welcome to consult their own doctors in the community. Please note that a physician at Health Services reviews all exam deferral certificates issued by doctors outside of University of Ottawa Health Services. The same strict criteria apply. It is possible that a doctor off campus may issue you an exam deferral, yet it may be refused when reviewed here. A physician, on or off campus, must see you **PRIOR** to the exam to certify that you are too sick to sit for the duration of the exam. We certify illness based on what we see when we examine you, and **NOT** on your description of your illness on a previous day.

REQUEST FOR A DEFERRED MARK – form available at FSS 3010
Misreading the exam schedule is not an excuse to miss the exam