

Absence Due to Illness

Students are responsible for monitoring their own attendance. If a student's attendance falls below the required 80% because of an absence due to illness, a medical certificate must be submitted to Student Services. If a student fails to provide a valid and fully-documented medical certificate covering extended periods of absence, a "Fail Requirements" (FR) grade will be awarded for the unit(s) where attendance was below 80%.

Students may monitor their attendance on the ICMS Website –
<http://icas.icms.edu.au/StudentPortal/StudentSummary.aspx>

While it is the student's responsibility to monitor their own attendance ICMS will notify students whose attendance falls below 90% that their attendance is falling dangerously low and that this may result in the failure of a unit. **Please Note:** Not receiving a warning email about attendance does not absolve the student of responsibility for their own attendance and any such failure of notification will not be allowed as grounds for an appeal against a FR grade.