



FREQUENTLY ASKED QUESTIONS (FAQs)

5. What should I do if the student I am supervising asks for leave

Students are advised not to approach Clinical Educators directly to ask for leave. Instead, all absences (planned and unplanned) require the approval of the Subject Convenor of the clinical placement subject who will liaise with the Clinical Educator. Students are required to complete a "Request for an Approved Absence Form" to explain their absence and to demonstrate how they plan to address any learning activities that they have missed, or in the case of planned absence, will miss.

There are several acceptable grounds for requesting approved absences:

- Illness, accident, family bereavement/funeral attendance, special religious occasions and representative sporting events at a state, national or international level (in accordance with Bond University Policy).

- Unplanned absence

Students have five (5) calendar days to submit the required documents, including medical certificates which must be completed using the approved "Request for an Approved Absence form".

- Planned absence

Students are required to give a minimum of ten (10) calendar days' notice in advance of the scheduled activity/event.