

Attachment 1

Optional Syllabus Statement on University Excused Absences

**Approved by Faculty Senate Academic Affairs and Faculty Affairs committees
on May 4, 2021**

K-State has a University Excused Absence policy (Section F62) <https://www.k-state.edu/provost/universityhb/fhsecf.html>. Class absence(s) will be handled between the instructor and the student unless there are other university offices involved. For university excused absences, instructors shall provide the student the opportunity to make up missed assignments, activities, and/or attendance specific points that contribute to the course grade, unless they decide to excuse those missed assignments from the student's course grade. Please see the policy for a complete list of university excused absences and how to obtain one. Students are encouraged to contact their instructor regarding their absences.