Attendance Standards

General Principles
Active participation in the medical education program is a critical component of the professional development of a physician. Lack of attendance for any reason does not relieve a student from responsibility for material covered during that absence.

Students must notify their course, clerkship, and/or small group preceptor about any anticipated or sudden absence from a required didactic or patient care session. Students should make certain that they have the appropriate phone, email, and/or page numbers to carry out this responsibility. Absences due to illness or special circumstance for more than two (2) days require a written doctor’s note be sent to Student Affairs. Absences from examinations will only be accommodated under extreme circumstances (see Missed Exam Policy).

Regarding Illnesses:
If you have any concerns about your ability to function as a clerk or about the risk that you might transmit an infection to patients because of an illness, please contact the clerkship directors. We are here to help you through any challenges that arise during your education.

Religious Observances
The Medical School recognizes and respects the religious beliefs and practices of its students and seeks to accommodate them reasonably within the requirements of the academic schedule. Students who anticipate being absent because of religious observance must request permission two (2) weeks in advance for the absence from their course or clerkship director (see notification guidelines below).

In the event a student is unable to complete an examination or assessment due to a religious observance, the student will be permitted the opportunity to make up the examination or assessment. No fees of any kind shall be charged by the Medical School for making available an opportunity to make-up the missed examination or assessment. The request for this must be made two weeks in advance of the absence.

Jury Duty
The Medical School cannot excuse you from Jury Duty. In New York with the first deferral, students have the chance to select a date that they are available. First year students should defer to summer; second year students should defer to board study time or elective time in third year; third year students should defer to fourth year during their elective period, and fourth year students should find time during elective time (avoid interview time).

When requesting a deferment, you should go in person with your student ID. The Court has allowed deferments even for more than a year in several cases. The visit can be made at any time preceding the assigned date or on the assigned date and this visit should be made at the most flexible time. Jury Duty
is an excused clerkship absence but students will have to make up all missed time. It is suggested that students use flexible time as suggested above.

You may try calling 646-386-5960 to avoid the visit downtown if this is after your first deferment. You may also request a letter from the Registrar (registrar@mssm.edu) that states your full-time status as a student at Icahn School of Medicine at Mount Sinai.