Message from the Dean of Students Office
Class Absences

Students who will be absent from class are responsible for notifying instructors and arranging to make up missed work. A student who is or will be absent should notify instructors by phone, email, or in person of the absence as soon as possible.

In serious situations where the student is temporarily unable to contact instructors, family members may contact the Dean of Student Office (608-342-1854) for assistance with these matters. This office will notify the instructors that we have received information about the absence. Note that this notification does not verify the reason for the absence. The Dean of Students Office does not provide excused absences from class. All accommodations are at the discretion of the instructor.

Arrangements for make-up work, make-up exams, or possible assignment adjustments are entirely the responsibility of the student. If students have questions or need consultation regarding specific situations, they are encouraged to contact their instructors or the academic department involved.

The Dean of Students Office can also serve as a resource for students who may experience an extended absence due to serious illness, injury or family emergency.

Medical excuses will not be written by UW-Platteville Student Health Services staff. Refer to Medical Excuse Policy on the Student Health Services webpage.