University of Hawai‘i at Hilo Student Medical Services (UHHSMS) Policy on Excuse Notes

- Must be seen within a timely matter of the missed exam, project, class, conference, work etc.

- Excuse notes are given at the discretion of the staff at UHHSMS based on their medical findings and professional assessments.

- If you receive medical care outside of UHHSMS, you must acquire a note from that place of service as we will not issue an excuse note if you did not receive medical care with UHHSMS.

- The staff at UHHSMS staff does not have the authority to exempt students from class, exams, etc. *the final decisions will be made by the Professor, Faculty, Department, etc.*

An appointment is preferred, but if unavailable you may be seen as a Walk-In. *Please be Advised, there may be a wait for Walk-In based services due to scheduled appointments*