

**Bradley University**  
**College of Education and Health Science**  
**Department of Nursing**

**Policy:** Practicum Attendance Policy - Undergraduate

**Purpose:** To establish clear expectations for practicum attendance for undergraduate students. Practicum experiences are a vital component of undergraduate nursing education and are mandated by both state regulations and accrediting bodies. Absences from practicum hinder the ability of students to meet the course outcomes and develop professional nursing skills.

**Policy Statement:** Students are required to attend all scheduled practicum experiences.

Any unexcused absence from clinical will result in an 'Unsatisfactory' grade in the course.

Students must be available the entirety of the semester for practicums. Students may not schedule vacations or other planned absences during the regular semester.

Students who are ill must present a provider's note or documentation that were evaluated for their illness are/were unable to attend practicum.

**Procedure:**

**Student Responsibilities:** If ill, students should notify the practicum instructor before their clinical rotation begins. Documentation from a health care provider that states attendance at practicum is prohibited is required for illness-related absences.

**Faculty Responsibilities:** Emergencies will be accommodated on a case-by-case basis with the instructor and documented with Core & Clinical Course Coordinator.

**In the syllabus:**

When a Bradley University student needs to miss classes due to a medical issue, family death, or other significant life crisis, the student needs to contact the Center for Student Support Services, ext. 3658. In the case of an extended illness, hospitalization, or chronic illness which has affected the student's class attendance, the student will need to provide documentation either from Bradley Health Services or another health provider. In cases when a student will miss classes due to a bereavement issue, the student also may need to provide appropriate documentation. Student Support Services will notify the student's professor of the time period the student will be absent and the reason for the absence.