

# FACULTY OF SCIENCE – DOCTOR OF VETERINARY MEDICINE – ATTENDANCE PROVISIONS 2024

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## 1 Purpose and application

- (1) The Doctor of Veterinary Medicine is structured as a full-time immersion course and students who accept a place in the course do so with this knowledge.
- (2) Satisfactory attendance is a requirement for progression.
- (3) These provisions apply to all students enrolled in the Doctor of Veterinary Medicine.

## 2 Commencement

These provisions commence on 1 January 2025

## 3 Definitions

<b>Doctor of Veterinary Medicine (DVM)</b>	means the Doctor of Veterinary Medicine (DVM) award course.
<b>OSCE</b>	means Objective Structured Clinical Examination.
<b>required learning activity (RLA)</b>	means any required learning activity identified in unit of study outlines and/or unit timetables.
<b>school</b>	means the Sydney School of Veterinary Science, within the Faculty of Science.
<b>Student Administration Services (SAS)</b>	means the University Student Administration Services team.
<b>Student Relationship Engagement System (SRES)</b>	means the software used by the school to monitor student attendance in the DVM.

## 4 Principles

- (1) Experiential learning is essential to the development of the necessary clinical and professional skills for academic and professional success.
- (2) Attendance is an important marker of professional behaviour.
- (3) Non-attendance can be used to identify students at risk of academic failure. The school seeks to provide support for such students.
- (4) Explained absences do not relieve a student of the obligation to meet all academic requirements of the course and, demonstrate all required learning outcomes.
- (5) The DVM is based on the principle of adult learning. Students have responsibility for attending all RLAs and meeting their learning and progression goals.
- (6) Satisfactory attendance is a requirement for progression in the DVM course
- (7) The school is responsible for certifying that students have met the requirements of the course.
- (8) Students will not be awarded marks or grades for attendance.
- (9) This Provision should be read in conjunction with any:
  - (a) applicable policy; and
  - (b) Senate or faculty resolution applying to the award course.

## 5 Key attendance expectations

- (1) DVM students are expected to be present for all scheduled classes and activities to achieve learning outcomes. This includes arriving on time and staying for the duration of each class.
- (2) DVM students must:
  - (a) attend all RLAs; and
  - (b) attempt all assessment tasks.
- (3) In Years 1 to 3 of the DVM, the school will monitor attendance at RLAs.
- (4) In Year 4 of the DVM, all professional placements are RLAs and the supervising clinician or supervisor will monitor attendance.
- (5) Students in DVM1-3 must notify the unit of study coordinator if they will be absent from assessment tasks or RLAs and submit a special consideration application at the earliest opportunity.
- (6) Students in DVM4 must notify the unit of study coordinator and local supervisor (if different to the unit of study coordinator) and submit a special consideration application at the earliest opportunity if they will be absent from:
  - (a) assessment tasks;
  - (b) RLAs; or
  - (c) any aspect of the placement.
- (7) If special consideration or special arrangements are sought, the student must make the necessary application in accordance with the [Coursework Policy](#).
- (8) SAS will process [each application](#) in accordance with the [Coursework Policy](#) and the [Assessment Procedures](#).

**Note:** See the [Special consideration and arrangements website](#).

- (9) Students who are registered with the Inclusion Disability Services Unit (IDS) and have a current Academic Plan in place with recommendations of support relating to RLAs, will be supported on a case-by-case basis.
- (10) The school will note unexplained absences as a potential indicator of a student who is at risk of academic failure.

## **6 Attendance at RLAs**

- (1) DVM students in years 1, 2 and 3
  - (a) Students should achieve:
    - (i) 100% attendance at RLAs
    - (ii) Satisfactory completion of all RLAs.
- (2) Students who are absent from any RLA of the following professional skills units of study must attend a compulsory make-up session within the semester or at a date specified by the school:
  - (a) VETS6102;
  - (b) VETS6106;
  - (c) VETS6202;
  - (d) VETS6206;
  - (e) Professional Competency 1A and 1B, or
  - (f) Professional Competency 2A and 2B
- (3) Students who are absent from any RLA for any other unit of study in Years 1, 2 and 3 must, within the semester or at a date specified by the school:
  - (a) attend a compulsory make-up session; or
  - (b) complete a compulsory make-up activity;
- (4) Students who are absent for any reason, and have not completed a compulsory make-up session or activity, may:
  - (a) fail the unit of study; and
  - (b) fail to make satisfactory progress for the purposes of the [Coursework Policy](#)
- (5) Irrespective of the reason for absence or type of learning activity missed, students must meet all learning outcomes associated with the learning activities.

## **7 DVM students in year 4**

- (1) Students are veterinarians-in-training who are required to meet standards of professional conduct and responsibility.
- (2) Students must attend all activities on each of the required days of all Year 4 placement, e.g.:
  - (a) direct patient-centred activity;
  - (b) clinical rounds; or
  - (c) scheduled classes that form part of the final year placement, deemed appropriate by the placement supervisor, e.g.:
    - (i) seminars;
    - (ii) lectures; or



(iii) tutorials.

- (3) To be considered eligible for satisfactory placement completion, students must complete the number of days required for every placement.
- (4) Students are responsible for making arrangements for remediation for any time missed on placement.
- (5) Unexplained or unapproved absences will result in a fail grade for the placement.

## NOTES

### Faculty of Science – Doctor of Veterinary Medicine Student Attendance Provisions 2024

Date adopted: 22 August 2024

Date amended: 22 August 2024

Date commenced: 01 January 2025

Approved by: Dean of Science

Review date: 1 March 2030

Rescinded documents: *Faculty of Science – Doctor of Veterinary Medicine - Student Attendance Provisions 2018*

Related documents: [Coursework Policy](#)

[Assessment Procedures](#)

## AMENDMENT HISTORY

**Provision**      **Amendment**

**Commencing**