

STUDENT ABSENCE

Returning to campus after a hospital stay, extended illness, or family emergency is challenging.

Student Affairs staff wants to help you be successful. This document has information for your easy return to campus.

FOR MORE INFORMATION
CLICK THE LINK.
CONTACT US AT (785) 628-4276
WWW.FHSU.EDU/STUDENTAFFAIRS



TRANSPORTATION FROM THE HOSPITAL

Students transported to the hospital should contact a family member or friend for return to campus. FHSU staff are not allowed to transport students to the hospital or back to campus.

BMB SHUTTLE / CAB SERVICE

Prices Vary | (785) 639-1899

CONVENIENCE CAB

Prices Vary | (785) 301-2221

ACCESS TRANSPORTATION

Prices Vary | (785) 628-1052



COUNSELING SERVICES

If you are experiencing challenging times, you are encouraged to consider personal counseling at Health and Wellness Services. Located on the Third Floor of the Fischli-Wills Center for Student Success, this service is free and confidential.

For more information please visit

[Health and Wellness Services](#) or call (785) 628-4401 with questions or to schedule an appointment.

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STUDENT ENGAGEMENT

Student Engagement knows how difficult it can be to transition back to campus after an absence. We want to support your journey here at FHSU, no matter what that looks like. Our mission is to get you connected with peers and mentors who can support your social and educational well-being. Questions: [FHSU Student Engagement](#) | [FHSU TigerLink](#) | engage@fhsu.edu | (785) 628-6446



RESIDENTIAL LIFE

Contact the Office of Residential Life should you need accommodations upon returning to campus. They can provide options such as a new rooming assignment to assist with accessibility.

If you need family or friends to retrieve items from your residence hall room, you are required to complete a waiver form. Residential Life must have a signed waiver before allowing a family member or friend to remove items from your room. You or the designated person must contact Residential Life to obtain a waiver form and schedule a time to retrieve items from the space. The designated person will be escorted by Residential Life staff. Questions: [Residential Life](#) | srl@fhsu.edu | (785) 628-4245



DINING SERVICES

If you have specific nutritional needs upon returning to campus, Chartwells staff can prepare special meals such as soups, breads, and juiced for friends to deliver to your room. Questions: [FHSU Dining](#) | (785) 628-4476

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PROFESSOR NOTIFICATIONS WHAT IF I MISS CLASS?

If you will be absent from class due to a medical reason or family emergency, you can request a professor notification be sent from the Office of Student Affairs. You must call to inform the Student Affairs Office of the reason for the absence and time-frame for return, if known. It is your responsibility to contact each professor to discuss missed classes and assignments. If you miss several days of classes, the Student Affairs Office will request documentation supporting your absence. Documentation can be delivered electronically or in person to the Student Affairs Office, 208 Sheridan Hall.

Questions: [FHSU Office of Student Affairs](#) |
cgist@fhsu.edu | (785) 628-4277



MEDICAL WITHDRAWAL

Students may initiate withdrawal from the University for medical or psychological reasons or due to a family emergency (for self or immediate family). To request a withdrawal, [The Medical Appeal Form](#) must be submitted to the Office of Student Affairs. All instructions are included on the form.

The Medical Appeals Form is used to request a waiver of University Policy. Medical appeals to withdraw late or obtain a tuition refund may be granted only for severe, extenuating circumstances such as hospitalization, psychological reasons, a death in the immediate family, etc. Modifications to housing contracts may also be possible. If a student is a Title IV recipient, their account will be reviewed for return of Title IV funds.

Medical appeals for a late withdrawal must be submitted within one term of enrollment in the class(es) for which the student is appealing. Documentation must be included with the appeal and must show how the extenuating circumstance prevented withdrawal by the deadline date.

Questions: [FHSU Office of Student Affairs](#) |
cgist@fhsu.edu | (785) 628-4277



STUDENT ACCESSIBILITY SERVICES

If you are a student who is seeking short term or long term accommodations you will need to register with the Student Accessibility Office. Reasonable accommodations are based on an individual's disability and are determined by documentation provided to our office. All services are free and confidential.

Please visit [Health and Wellness Services](#) for more information.

If you have any questions, please stop by our office located on the Third Floor of the Fischli-Wills Center for Student Success; or call Health and Wellness Services at (785) 628-4401; or email disability@fhsu.edu.



GENDER-BASED VIOLENCE

Gender-based Violence is directed against a person on the basis of gender. It constitutes a breach of the fundamental right to life, liberty, security, dignity, equality between woman and men, non-discrimination, and physical and mental integrity. Students experiencing gender-based violence should report concerns to one of the offices listed below. Questions: [Judicial Affairs: Gender-Based Violence](#) | alschaffer@fhsu.edu | (785) 628-4175

CONFIDENTIAL PROCESS: WILL NOT EXPOSE DETAILS TO ANY PARTY

- [FHSU Health and Wellness Support Services](#) | (785) 628- 4401
- [Options Domestic & Sexual Violence Services](#) | (785) 625-4202 or (800) 794-4624

PARTIALLY-CONFIDENTIAL ADMINISTRATIVE PROCESS: ALLOWS THE VICTIM AND THE ALLEGED TO OBTAIN SUPPORTIVE SERVICES; CAN LEAD TO AND INVESTIGATION

- Title IV report: [FHSU Compliance Office](#) | [Title IV Policy](#) | (785) 628-4175
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PARTIALLY-CONFIDENTIAL CRIMINAL PROCESS: WITNESSES, ACCUSED, AND A FEW OTHERS WILL BE CONTACTED AND GO THROUGH A CRIMINAL PROCESS

- Police Report: Dial 911
- [FHSU Police Department](#) | (785) 628-5304