



HERIOT-WATT UNIVERSITY HEALTH SERVICE

**REQUESTS FOR STUDENT’S SICKNESS/
MITIGATING CIRCUMSTANCES CERTIFICATE**

The University Health Service receives many requests for letters confirming illness or mitigating circumstances. Unfortunately, we cannot always provide these.

Please note that we can only provide letters if:

1. The doctor can confirm on the basis of prior documentary medical evidence (eg previous practice consultations, admissions to hospital, clinic appointments etc.)
2. The doctor can confirm on the basis of current objective clinical signs (and not just self-reported symptoms).

Please note: Your GP may ask you to make an appointment at the surgery to discuss this further.

Name: Date of Birth:

Contact Tel./Mobile:

School/Institute:

Course:

Mentor/Course Director:

Date of Medical Consultation(s):

Is certification needed for (circle one):

1) Absence: From..... To.....

If for absence from classes, a certificate will only be issued for more than 4 days. (For absence of 4 days or less, students must self-certify – available from our Practice website www.riccartongeneralpractice.co.uk)

2) Impaired Academic Performance (eg. late assignment)

3) Inability to sit examinations

4) Mitigating circumstances

Certificates should be collected by the patient to submit to the appropriate person - **Please return in one week to collect.**

University Health Service