

About Absence in mid-term or quiz

A student who for medical reason is unable to take the mid-term/quiz shall provide the **medical certification** to the course teacher **within 5 working days** after the mid-term/quiz.

A student who wishes to apply for absence of mid-term/quiz for **non-medical reasons** (e.g. public exam, etc) shall obtain **prior permission** from the course teacher by providing the supporting documents.

A student who is absent from any examination without permission shall be given a failure grade in that mid-term/quiz.

If a make-up mid-term/quiz is provided, it may be with higher difficulty.