

# SKHS Graduate Seminar Series



## Graduate Student Attendance Exemption Form

### Background

The School of Kinesiology and Health Studies hosts researchers and students who study and are interested in myriad aspects of human movement, health, and welfare. A better understanding of the interconnectedness of different fields of study and interdisciplinarity of our School improves our understanding of how our research contributes to the School's mission. As such, the Graduate Seminar Series is a unique opportunity to learn about the work being done in the School and consider how it might inform your work and advance the work of the School.

Full-time master's students (years 1-2) and full-time doctoral students (years 1-4) are required to attend all sessions. We understand that there are occasions when you will be unable to attend a seminar session due to various circumstances. This form is to be used to track those occasions, and it must be signed by your Supervisor.

### Process

For **planned exemption requests** (e.g., data collection, conference travel, academic exchange), this form must be sent via email to the SKHS Graduate Assistant ([skhs.grad@queensu.ca](mailto:skhs.grad@queensu.ca)) no less than two days in advance of the requested exemption date (i.e., on Monday for a Wednesday seminar).

### Reason for Planned Request:

- Data collection
- Conference travel
- Academic exchange
- Other: \_\_\_\_\_

For **unplanned exemption requests** that are beyond the student's control (e.g., illness, emergency), this form must be sent via email to the SKHS Graduate Assistant ([skhs.grad@queensu.ca](mailto:skhs.grad@queensu.ca)) within one week following the missed seminar.

### Reason for Unplanned Request:

- Illness
- Emergency
- Other: \_\_\_\_\_

Date of Exemption: \_\_\_\_\_

Student's Name: \_\_\_\_\_

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date