



MEMORANDUM

To: Faculty, University of Toronto Scarborough
Cc: Undergraduate and Departmental Assistants
From: Professor Katherine R. Larson, Vice-Dean Teaching, Learning, & Undergraduate Programs
Professor James Donaldson, Vice-Dean Recruitment, Enrolment & Student Success
Date: 20 July 2021
Re: **Verification of Illness Forms**
Note: For distribution broadly

Dear colleagues,

During the pandemic, the university is not requiring students to submit a verification of illness (VOI) form unless there are exceptional circumstances necessitating additional documentation. Instead, students are being asked to use the Absence Declaration tool available through ACORN (<https://www.acorn.utoronto.ca/>). This self-declaration of absence tool aims to alleviate pressures on students in an already challenging time; ensure that students are not coming to campus while ill; and enable Health & Wellness staff to better prioritize and respond to student needs.

The Health & Wellness Centre at U of T Scarborough continues to experience a high volume of student requests for completion of verification of illness forms. We are writing to remind instructors not to require VOIs from students during this time. The Registrar's Office is also not requiring VOIs for final exams or petition-related circumstances. Students who contact the Health & Wellness Centre for VOIs will be directed to the Absence Declaration tool. If there are exceptional circumstances where a VOI might be warranted, faculty will be asked to contact health.utsc@utoronto.ca.

The Absence Declaration tool will continue to be available to students and recommended to divisions through the Fall 2021 term. As we emerge from the pandemic, the University is assessing its longer-term use.

Data reports on use of the Absence Declaration tool are available to departmental administrative staff via OASIS (<https://oasis.easi.utoronto.ca/>) to assist faculty with planning. If you have further questions about the Absence Declaration tool, please contact the Registrar's Office:

Naureen Nizam, Associate Registrar Systems and Operations (naureen.nizam@utoronto.ca);
Fiorella Sabadin, Associate Registrar Student Services (fiorella.sabadin@utoronto.ca); or
Curtis Cole, Registrar and Assistant Dean Enrolment Management (curtis.cole@utoronto.ca)

Kind regards,

Katherine R. Larson
Vice-Dean Teaching, Learning & Undergraduate Programs

James Donaldson
Vice-Dean Recruitment, Enrolment & Student Success