Approval Checklist for Student Attendance at Professional Meetings and Events
OMS-III and OMS-IV Students

STUDENT: _____________________________________________ Banner ID: __________

Event/Dates: ____________________________________________

Purpose of attendance: (check one)
_____ to represent OSU-CHS as a student leader, officer, or liaison. Name of club/organization: ________________
_____ to present research findings
_____ for professional development

1. Office of Registrar:
   a. _____ This student is in good academic standing with at least a GPA of 2.5.
   b. Signature: ___________________________ Date: ___________________________

2. Clerkship Course Coordinator:
   a. _____ I APPROVE the student’s absence from:
      i. Clerkship: ___________________________________________________________________
      ii. Make up work is:
          1. _____ Not required.
          2. _____ Required as follows:
             a. Make-up assignments:
                ____________________________________________________________________________
                ____________________________________________________________________________
                ____________________________________________________________________________
                i. Date and time: ___________________________
             b. Testing to be completed:
                ____________________________________________________________________________
                i. Date and time: ___________________________
   b. _____ I DISAPPROVE the student’s attendance:
      i. _____ Not in good academic standing in my course
      ii. _____ Other: ________________________________________________________________
   c. Signature: ___________________________ Date: ___________________________

3. Associate Dean for Clinical Education:
   a. _____ I APPROVE the student’s attendance.
   b. _____ I DISAPPROVE the student’s attendance.
      i. Explanatory Note: __________________________
   c. Signature: ___________________________ Date: ___________________________

Cc: Jeff Hackler, J.D., M.B.A., Assistant Dean for Enrollment Management
    Angela Bacon, M.S., Director of Student Affairs