

LETTER REQUEST POLICY

Student Counsellors at UQ do not have medical qualifications allowing provision of Medical Certificates for students; rather, we provide alternative supporting documentation, related to past student counselling sessions.

Letters of contact will depend on the request and type of information required and will only be provided to students, who:

- have an ongoing therapeutic relationship with Student Counselling, or during consultation, are assessed to have sufficient need for supporting documentation.
- Students who are assessed with an acute and/or serious condition may also be linked into an appropriate health care provider, who will also be able to provide additional documentation as needs emerge.

Students who wish to gain documentation and want to meet with a Counsellor to discuss the need for a letter may be required to wait for an appointment. Generally, we recommend that students who have no prior contact with Student Counselling should attend their usual health care provider to seek documentation, as this would be considered more appropriate and timely under University rules.

This policy has been developed to ensure documentation provided by Student Services is appropriate to the purpose required.

CONTACT

Student Services
Phone: (07) 3365 1704
Email: ss@uq.edu.au