



Medical College of Georgia

Academic, Research, and  
Student Affairs  
Policy Library

## Jury Duty Policy

### Policy 2.07

Volume 2 Academic Affairs  
Chapter 07 Jury Duty Policy  
Responsible Office: Academic  
Affairs

Originally issued: unknown  
Revised: 4/2009

### Policy Statement

Students lawfully summoned for jury duty are excused from attending classes. Students must coordinate their absence(s) and make-up work with their school's appropriate associate dean and individual faculty members.

### Reason For Policy

Students are not exempt from civil service requirements and appropriate notification and excused absences are noted in recognition of this responsibility.

### Entities Affected By This Policy

All students who are enrolled at the Medical College of Georgia are affected by this policy.

### Who Should Read This Policy

Students at the Medical College of Georgia and the faculty who teach them should be aware of this policy.

### Contacts

Contact	Phone	e-mail/URL
Provost	706-721-4014	<a href="http://www.mcg.edu/aaffairs">http://www.mcg.edu/aaffairs</a>
Vice President for Instruction & Enrollment Management & Associate Provost	706-721-3096	<a href="http://www.mcg.edu/aaffairs/associate/">http://www.mcg.edu/aaffairs/associate/</a>

### Website Address For This Policy

<http://www.mcg.edu/aaffairs/policies/pdfs/p207.pdf>

**Related Documents**

Medical College of Georgia Student Handbook:  
<http://www.mcg.edu/students/handbook/documents/StudentHandbook2008-2009.pdf>

**Overview**

Students lawfully summoned for jury duty are excused from attending classes.

**Process/Procedures**

Students must coordinate their absence(s) and make-up work with their school's appropriate associate dean and individual faculty members.

**Responsibilities**

The responsibilities each party has in connection with Academic, Research, and Student Affairs Policy 2.07, Jury Duty Policy, are:

Student	Contact the school's appropriate associate dean and individual faculty members to discuss jury duty responsibilities.
Associate Dean	Receives notification and acts accordingly.