Bereavement Support for Students

Santa Clara University recognizes that a time of bereavement is very difficult and most often unexpected. Grief is a natural response to the experience of loss of someone in one's life. How each person copes with grief is unique. An important factor in healing from loss is the support of other people. The University is committed to providing students with support when someone in a student's life has died.

The Dean of Students Office (DSO) is available to assist students and connect them with campus resources. If a student needs to be absent from classes due to a bereavement situation, the student, or someone on the behalf of the student, should contact the Dean of Students Office. This can be done by:

- Submitting a CARE Referral to DSO (CARE Referrals are reviewed each business day.)
- Calling DSO at 408-554-4583, or
- Sending an email to DSO@scu.edu.

Outside of business hours, if there is a need for an immediate response, the On Call DSO team member can be reached by calling Campus Safety Services at 408-554-4441.

The support that DSO can provide for any student is, but not limited to:

- Assisting a family member with informing a student of a death,
- Informing the student's professors and campus employer,
- Assisting the student with any immediate academic concerns (e.g. missing classes, incomplete assignments, or missing an exam) due to traveling home, or the immediate impact of the death,
- Connecting the student with campus support services such as: Counseling and Psychological Services, Center for Spirituality and Faith, or Therapist in Residence, and
- Serve as the University point of contact for on-going support as needed.

The authority to excuse students from class attendance, assignments, exams, etc. resides only with the professor for each course. DSO can advocate for any student as the student works with each professor. Depending upon the time of the death during the academic quarter and/or the impact of the death on the life of the student, DSO can assist with the student receiving Incompletes in classes, and/or taking a Leave of Absence from the institution. If a student takes a Leave of Absence, DSO can serve as a point of contact for the process to re-enroll, or the student can work directly with the Office of the Registrar.

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