

JURY DUTY

Serving as a juror is an important part of civic duty but serving while enrolled in a program of study may be disruptive. Therefore, students who receive a notification to serve should go to the verification page (https://my.ketchum.edu/ICS/Office_of_Registrar/Diploma__Verification.jnz) on the portal to review the procedure for securing an excuse letter. Registration and Records may write a letter on behalf of the student requesting their service obligation be postponed to a time after graduation. It is the student's responsibility to send the letter, along with their Jury Summons per the instructions on the jury duty notification, to the specific court indicated. All students are responsible for monitoring the court's response to the request.