



**The Medical College of Georgia
Academic Affairs Office**

Criteria for Promotion, Graduation, and Dismissal

I. Standards of Academic Performance

A. Academic Requirements to be Promoted or to Graduate (All Campuses)

1. A student must satisfactorily complete the required curriculum, including required courses, and designated USMLE exams, and meet all MCG requirements to be promoted and to graduate.

B. Academic Requirements Preclerkship Experience - Augusta Campus

1. Academic Requirements for the Class of 2024 to Pass from Preclerkship Curriculum to the Clerkship Curriculum

- a. The student must pass all Preclerkship courses.
- b. Successfully remediate deficiencies as discussed in Section IV.

2. Academic Requirements for the Class of 2023 to Pass from the Preclerkship Curriculum to the Clerkship Curriculum

- a. Pass all second year courses.
- b. Successfully remediate deficiencies as discussed in Section IV.
- c. Complete all Year 1 and 2 requirements and enter Clerkship Experience within four years of matriculation.
 - i. Note the exception for enrollment in a dual degree (e.g. MD/PhD) program.

C. Academic Requirements Preclerkship Experience - Athens Campus

1. Academic Requirements to Pass from the Year 1 Curriculum to the Year 2

- a. The student must pass all Year 1 courses.
- b. Successfully remediate deficiencies as discussed in Section V.

2. Academic Requirements to Pass from the Year 2 Curriculum to the Clerkship Experience (Athens Campus)

- a. Pass all Year 2 courses.
- b. Pass USMLE Step 1.
- c. Successfully remediate deficiencies as discussed in Section V.



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- d. Complete all Year 1 and 2 requirements and enter Clerkship Experience within four years of matriculation.
 - i. Note the exception for enrollment in a dual degree (e.g. MD/PhD) program.

D. Academic Requirements to Complete Clerkship/Enrichment Experience and Graduate – All Campuses

1. Pass all required courses.
2. Pass a minimum of four electives (typically one in year three and three in year four).
3. Take and Pass the USMLE Step 1 (Augusta Campus).
4. Take the **USMLE Step 2 Clinical Knowledge (CK) and Clinical Skills (CS) (If available)** by December 15th of the final year. Student affairs deans may extend the date requirement to December 31st on petition by student.
5. Pass the USMLE Step 2 CK and CS (If available).
6. Take and pass the required Clerkship Experience OSCE(s), typically before the end of the fall semester of year four.

E. Interpretation of Grades (All Campuses)

1. “A” – Outstanding performance
2. “B” – Very good performance
3. “C” – Satisfactory; acceptable performance
4. “D” – Unsatisfactory; performance has not met the acceptable standards
5. “F” – Failing
6. “P” – Passing
7. “S” – Satisfactory
8. “U” – Unsatisfactory
9. “I” – Incomplete; a student who is doing satisfactory work but, for non-academic reasons beyond his/her control is unable to meet the full requirements of the course, may be assigned an incomplete (“I”) grade. A form must be completed to assign the incomplete grade and must include justification. A student who has received an “I” grade has one additional semester to complete the required work and to receive a final grade. A grade change form is required to remove the incomplete and assign the final grade. Any incomplete grade not removed after the next semester will be converted to an “F” grade.



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**II. Academic Deficiencies, Preclerkship Curriculum, Prescribing Remediation,
Consideration for Dismissal (Augusta Campus)**

A. Definition of Deficiency in Preclerkship Experience

1. Grade of unsatisfactory “U”, or failure to successfully remediate a module
2. A significant concern about meeting any of the core competencies in a module in which the student received a passing grade
3. Professionalism Concern

B. Remediation Based on the Number and Severity of Deficiencies

1. Remediation will be based on evaluation of the totality of the student’s record.
2. The subcommittee will take into account the recommendations for remediation made by the appropriate faculty leadership of the educational program, modules, and/or phases from the appropriate campus.
3. The approach the subcommittee takes differs depending upon the number of deficiencies and the totality of performance, but may include:
 - a. Requirement for remedial work (independent, supervised, course, or other)
 - b. Taking examinations
 - c. Repeating a course
 - d. Repeating some or all of the year’s curriculum
 - e. Setting an Academic Performance Hearing with the Student Promotions Committee
4. One deficiency: The subcommittee chair, or his/her designee from the subcommittee and the student’s class dean, will meet with the student about a first deficiency. The recommended remediation will be reported to the appropriate subcommittee for a vote.
5. Two or more deficiencies: All members of the subcommittee will meet with the student and review the academic progress of students who have more than one deficiency.
6. An academic semester may only be repeated once: If a student achieves an unsatisfactory grade in any module/course during an academic semester that is being repeated, an Academic Performance Hearing will be initiated and the student will be subject to dismissal.



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C. Remediation Preclerkship Track - Class of 2024

- 1. For modules MEDI 6120 Foundations of Medicine Module, MEDI 6130 Musculoskeletal/Skin Module, MEDI 6220 Cardiopulmonary-Heme Module, MEDI 6240 GI-GU-Endocrine Module, MEDI 6320 Brain-Behavior-Movement Module, MEDI 6340 Capstone Module, MEDI 6300 Career Paths in Medicine course.**
 - a. Fail one module, pass all remaining pre-clerkship modules, remediate at the end of the Preclerkship Experience.
 - b. Fail a total of two modules in Fall 1 and/or Spring 1 semester, stop progression, given option to take spring audit elective if needed, and repeat Fall 1 and Spring 1 semesters.
 - c. Fail one module in Fall 1 or Spring 1 semester plus fail one module in Fall 2 semester:
 - I. Fail Spring 1 module and Fall 2 module:
 - i. Repeat all Spring 1 and Fall 2 courses; or
 - ii. Retake Spring 1 and Fall 2 Module failures, Retake all Spring 1 and Fall 2 Clinical Skills Assessments, and work with Associate Dean of Curriculum to determine a Spring and Fall elective.
 - II. Fail MEDI 6120 Foundations and MEDI 6340 Capstone Module, or fail MEDI 6130 MSK/Skin and MEDI 6320 Brain-Behavior-Movement, enter designated spring elective
 - i. Repeat all Spring 1 Clinical Skills Assessments and work with Associate Dean of Curriculum to determine a Spring elective.
 - ii. Retake Fall 1 and Fall 2 Module failures, retake all Fall 2 Clinical Skills Assessments.
 - III. Fail MEDI 6120 Foundations and MEDI 6320 Brain-Behavior-Movement or Fail MEDI 6130 MSK/Skin and MEDI 6340 Capstone Module
 - i. Remediate by independent study MEDI 6120 Foundations of Medicine or MEDI 6130 MSK-Skin during spring semester, retake all Spring 1 Clinical Skills Assessments, and work with Associate Dean of Curriculum to determine a Spring elective.
 - ii. Retake MEDI 6320 Brain-Behavior-Movement or MEDI 6340 Capstone in Medicine the following fall semester, retake all Fall 2 Clinical Skills Assessments, and work with Associate Dean of Curriculum to determine a Fall Elective.



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d. Fail two modules in Fall 2 semester, enter designated spring elective, Retake all Spring 1 Clinical Skills Assessments, repeat Fall 2 semester.

2. For MEDI 6110 Patient Centered Learning 1 (PCL 1), MEDI 6210 Patient Centered Learning 2 (PCL 2), MEDI 6310 Patient Centered Learning 3 (PCL 3)

- a. Failure of PCL 1 or PCL 2, stop progression, given option to take spring audit elective if needed, repeat Fall 1 and Spring 1 semesters.
- b. Pass PCL 1 and 2 but fail PCL 3, entered designated spring elective, repeat Fall 2 semester.

3. For MEDI 6230 Healthcare Matters and MEDI 6330 Healthcare across the Lifespan

- a. Failure of MEDI 6230 Healthcare Matters, remediate by independent study over the summer break.
- b. Failure of MEDI 6330 Healthcare across the Lifespan, remediate by independent study at the end of the Preclerkship Experience.

D. Remediation Preclerkship Track – Class of 2023

1. Remediation of a Deficiency in One Module:

Typically, the subcommittee will choose between the following two options:

- a. The student may remediate that deficiency at the end of the academic year and continue to the next year of the curriculum. In this case, the student shall remain enrolled and pay medical school tuition. This approach has usually been successful for students and would be the usual option for the Student Promotions Subcommittee.
- b. The student may choose to take the spring audit elective, pay reduced tuition, and commit to repeating the year.

2. Remediation of a Deficiency in Two Modules:

Typically, the subcommittee will choose among the following two options:

- a. Remediation of the deficiencies at the end of the academic year.
- b. Dismissal - If the deficiencies occurred in the first semester and the subcommittee does not vote for dismissal, but prefers to defer decision until the end of the academic year, the student may choose one of the following two options for the second semester:
 - i. Continue full medical school curriculum enrollment. This option permits the possibility of remediation of the deficiencies after the conclusion of the



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year, and if able to successfully remediate, promotion to the next phase of the curriculum.

E. Remediation of a Deficiency in Three or more Modules:

Three or more deficiencies will require an Academic Performance Hearing and could lead to dismissal, however, the subcommittee, with the concurrence of the chair of the Student Promotions Committee may defer the hearing until a later time in the academic year if the subcommittee believes that the additional period of observation will yield a better outcome for the student. Depending on when the third deficiency occurs, the audit elective may be used.

At the end of any semester or at the end of the entire Pre-clerkship curriculum, the Student Promotions Committee has the ability to review the total academic performance of the student in the pre-clerkship curriculum, including the results of the audit elective if applicable, and make a decision about repeating the semesters or dismissal.

F. Notification and Scheduling of Remediation

1. A remediation plan is designed by the subcommittee.
2. The subcommittee chair (or designee) submits the recommendation of the subcommittee, in writing, to the Vice Dean for Academic Affairs. The Vice Dean will review the recommendation to assure compliance with applicable rules, regulations, and approaches established by MCG, and may accept the recommendation, modify the recommendation, or refer back to the subcommittee, or the subcommittee chair.
3. The remedial plan is made known to the student, in writing, by the chair of the student's subcommittee. The subcommittee chair will notify the Student Affairs Dean and the Curriculum Dean; the Curriculum Dean will notify the appropriate faculty member of the remediation.
4. The student must schedule the remediation through the Curriculum Office. Remediation that has not been scheduled through the Curriculum Office will not be recognized as valid and will not be reflected on the transcript.
5. A remediation plan may only begin after items 1-4 above have occurred.
6. Remediation may not be scheduled concurrent with any other module.



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7. Remediation will be scheduled following the academic year in which the deficiency occurred, and prior to the onset of the subsequent academic year curriculum.

G. Grade Designation following Remediation for Pre-clerkship Experience

A student must satisfactorily complete the required Pre-Clerkship Experience courses/modules to be eligible for promotion and may not begin courses for the Clerkship Experience until the remediation is completed. Remediation guidelines are outlined above.

Grade designation following remediation will be as follows.

- I. The student will be enrolled into the appropriate one credit hour remediation course, which will be designated as “MEDR” on the transcript.
- II. If the student successfully completes the remediation course, a satisfactory grade (S) will be entered on the transcript for the remediation course.
- III. If the student does not successfully complete the remediation, an unsatisfactory grade (U) will be entered on the transcript for the remediation course.
- IV. The remediated and original course grades will be recorded on the student’s transcript.

H. Consideration for Dismissal or Repeat

The academic performance of each student in the Preclerkship Experience shall be evaluated regularly as information about academic performance is received by the Student Promotions Subcommittee. An Academic Performance Hearing shall be called at least in the following situations:

- I. A student’s knowledge, character, mental or physical fitness casts grave doubt upon that student’s potential capabilities as a physician
- II. The student has accumulated three or more deficiencies
- III. The subcommittee requests a hearing
- IV. The subcommittee recommends dismissal or repeat of an academic year



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**III. Academic Deficiencies, Preclerkship Experience, Prescribing Remediation,
Consideration for Dismissal (Athens Campus)**

A. Definition of Deficiency in Year 1

1. Grade of unsatisfactory “U”, or failure to successfully remediate a module
2. A significant concern about meeting any of the core competencies in a module in which the student received a passing grade
3. Professionalism Concern

B. Definition of Deficiency in Year 2

1. Grade of unsatisfactory “U”, or failure to successfully remediate a module
2. A significant concern about meeting any of the core competencies in a module in which the student received a passing grade
3. Professionalism Concern

C. Remediation Based on the Number and Severity of Deficiencies

1. Remediation will be based on evaluation of the totality of the student’s record.
2. The subcommittee will take into account the recommendations for remediation made by the appropriate faculty leadership.
3. The approach the subcommittee takes differs depending upon the number of deficiencies and the totality of performance, but may include:
 - a. Requirement for remedial work (independent, supervised, course, or other)
 - b. Taking examinations
 - c. Repeating a course
 - d. Repeating some or all of the year’s curriculum
 - e. Setting an Academic Performance Hearing with the Student Promotions Committee
4. One deficiency: The subcommittee chair, or his/her designee from the subcommittee and the student’s curriculum deans, will meet with the student about a first deficiency. The recommended remediation will be reported to the appropriate subcommittee for a vote.
5. Two or more deficiencies: All members of the subcommittee will meet with the student and review the academic progress of students who have more than one deficiency.



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6. An academic year may only be repeated once: If a student achieves an unsatisfactory grade in any module, course, intersession, clerkship, elective or selective during an academic year that is being repeated, an Academic Performance Hearing will be initiated and the student will be subject to dismissal.

D. Remediation of a Deficiency in One Module: Typically, the subcommittee will choose between the following two options:

1. The student may remediate that deficiency at the end of the academic year and continue to the next year of the curriculum. In this case, the student shall remain enrolled and pay medical school tuition. This approach has usually been successful for students and would be the usual option for the Student Promotions Subcommittee.
2. The student may choose to take the spring audit elective, pay reduced tuition, and commit to repeating the year.

E. Remediation of a Deficiency in Two Modules: Typically, the subcommittee will choose among the following three options:

1. Remediation of the deficiency at the end of the academic year
2. Repeat of academic year
3. Dismissal

If the deficiencies occurred in the first semester and the subcommittee does not vote for dismissal, but prefers to defer decision until the end of the academic year, the student may choose one of the following two options for the second semester:

- a. Continue full medical school curriculum enrollment. This option permits the possibility of remediation of the deficiencies after the conclusion of the year, and if able to successfully remediate, promotion to the next phase of the curriculum.
- b. Enrollment in an “audit elective”. This option permits continued enrollment at a lesser cost but precludes the option of promotion to the next phase (i.e., the student will have to repeat the year).

Both options provide students the ability to remain engaged in learning and to demonstrate performance to the end of the academic year. In all cases, the Student Promotions Committee has the option of deferring a decision about remediation to the end of the academic year.



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F. Remediation of a Deficiency in Three or more Modules:

Typically, the subcommittee will choose between dismissal or requirement to repeat the entire year. Three or more deficiencies will require an Academic Performance Hearing, but the subcommittee, with the concurrence of the chair of the Student Promotions Committee may defer the hearing until a later time in the academic year if the subcommittee believes that the additional period of observation will yield a better outcome for the student. Depending on when the third deficiency occurs, the audit elective may be used.

At the end of the academic year, the Student Promotions Committee has the ability to review the total performance of the student for the entire academic year. Including the results of the audit elective if applicable, and make a decision about repeating the year or dismissal.

G. Notification and Scheduling of Remediation

1. A remediation plan is designed by the subcommittee.
2. The subcommittee chair (or designee) submits the recommendation of the subcommittee, in writing, to the Vice Dean of Academic Affairs. The Vice Dean will review the recommendation to assure compliance with applicable rules, regulations, and approaches established by MCG, and may accept the recommendation, modify the recommendation, or refer back to the subcommittee, or the subcommittee chair.
3. The remedial plan is made known to the student, in writing, by the chair of the student's subcommittee. The subcommittee chair will notify the Student Affairs

Dean and the Curriculum Dean; the Curriculum Dean will notify the appropriate faculty member of the remediation.

4. The student must schedule the remediation through the Curriculum Office. Remediation that has not been scheduled through the Curriculum Office will not be recognized as valid and will not be reflected on the transcript.
5. A remediation plan may only begin after items 1-4 above have occurred.
6. Remediation may not be scheduled concurrent with any other module.
7. Remediation will be scheduled following the academic year in which the deficiency occurred, and prior to the onset of the subsequent academic year curriculum.



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H. Grade Designation following Remediation for Pre-clerkship Experience

A student must satisfactorily complete the required Pre-Clerkship Experience courses/modules to be eligible for promotion and may not begin courses for the Clerkship Experience until the remediation is completed. Remediation guidelines are outlined above.

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2. If the student successfully completes the remediation course, a satisfactory grade (S) will be entered on the transcript for the remediation course.
3. If the student does not successfully complete the remediation, an unsatisfactory grade (U) will be entered on the transcript for the remediation course.
4. The remediated and original course grades will be recorded on the student’s transcript.

IV. Consideration for Dismissal or Repeat

1. The academic performance of each student in the Year 1 and Year 2 curriculum shall be evaluated regularly as information about academic performance is received by the Student Promotions Subcommittee. An Academic Performance Hearing shall be called at least in the following situations:
 - a. A student’s knowledge, character, mental or physical fitness casts grave doubt upon that student’s potential capabilities as a physician
 - b. The student has accumulated three or more deficiencies
 - c. The subcommittee requests a hearing
 - d. The subcommittee recommends dismissal or repeat of an academic year

V. USMLE Step 1

1. There are 2 eligible options for taking Step 1, both of which need pre-approval from the Associate Dean of Curriculum.
 - a. Students will apply to take Step 1 prior to the start of clerkships
 - b. Students will apply to take Step 1 after completion of clerkships.