Criteria for Promotion, Graduation, and Dismissal

I. Standards of Academic Performance

A. Academic Requirements Graduate (All Campuses)
   1. A student must satisfactorily complete the required curriculum,
      i. including required courses
      ii. designated USMLE exams
      iii. OSCEs
      iv. and meet all other MCG requirements.

B. Academic Requirements Preclerkship Experience - Augusta Campus
   1. Academic Requirements to Pass from Preclerkship Curriculum to the Clerkship Curriculum
      a. The student must pass all Preclerkship courses.
      b. Successfully remediate deficiencies.

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.

   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.
      d. Complete all Year 1 and 2 requirements and enter Clerkship Experience within four years of matriculation.
      i. Note the exception for enrollment in the MD/PhD program.
D. Academic Requirements to Complete Courses/Clerkship/Enrichment Experience and Graduate – Augusta Campus (Only Class of 2022 and 2023);

Athens Campus (all Classes)
1. Pass all required courses
2. Pass 16 weeks of electives
3. Pass Phase 3 OSCE
4. Take and Pass the USMLE Step 1.
5. Pass the USMLE Step 2

E. Academic Requirements to Complete Courses/Clerkship/Enrichment Experience and Graduate – Augusta Campus (Class of 2024, Augusta campus only)

Pass Core Curriculum Requirements
1. Pass all required courses
2. Pass 6 weeks of electives
3. Take and pass the USMLE Step 1.
4. Pass the USMLE Step 2

Pass Requirements of chosen Pathway
1. PGY1 Pathway – graduate and go to residency
2. Dual Degree Pathway – complete requirements of second degree
3. Enrichment Pathway –
   a. Pass required enrichment phase courses (PCL, Scholarly Project Presentation)
   b. Pass an additional 8 weeks of electives
   c. Pass five enrichment selectives – one advanced clinical elective, one scholarly project course, one integrative science course, and any combination of two more of these
F. 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.

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. Failure to meet any of the core competencies in a module in which the student received a passing grade.
   3. Professionalism Concerns.

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 consider 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.

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:
      ▪ 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.
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.

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.

   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 of a Deficiency in Three or more Modules:
Three or more deficiencies will require a Full Promotions Committee Hearing and could lead to dismissal. 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 decide about repeating the semesters or dismissal.

E. 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.
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.

F. Grade Designation following Remediation for Pre-clerkship Experience
1. 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.
2. Grade designation following remediation will be as follows.
   a. The student will be enrolled into the appropriate one credit hour remediation course, which will be designated as “MEDR” on the transcript.
   b. If the student successfully completes the remediation course, a satisfactory grade (S) will be entered on the transcript for the remediation course.
   c. If the student does not successfully complete the remediation, an unsatisfactory grade (U) will be entered on the transcript for the remediation course.
   d. The remediated and original course grades will be recorded on the student’s transcript.

G. Consideration for Dismissal or Repeat

1. 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:
   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

H. Remediation-Preclerkship Track Class of 2025

1. Students must meet all benchmarks to pass a module. If a student does not meet the benchmarks for passing a preclerkship module on the Augusta campus, they will receive a grade of “U” for that module and be enrolled in a one-week remediation course that will occur immediately following the module. If they are not successful with the one-week remediation, they will take a six-week remediation course before starting clerkships.

2. The grades for the initial course and the remediation course(s) will be included on the transcript. Failure to pass the one-week remediation will not be considered a second deficiency. Failure to pass the six-week remediation will be considered a second deficiency.
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. Failure to meet 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. Failure to meet 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 consider 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, the Campus Associate Dean for Student and Multicultural Affairs, and the faculty coordinator 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 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.

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.

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.

Grade designation following remediation will be as follows.

1. The student will be enrolled into the appropriate one credit hour remediation course, which will be designated as “MEDR” on the transcript.

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. (Athens)
   b. Students will apply to take Step 1 after completion of clerkships. (Augusta)
2. Please see the USMLE Step 1 Policy in the appendix for specifics.

VI. Academic Deficiencies, Clerkship and Enrichment Phase (Class of 2022 and 2023), Prescribing Remediation and Consideration for Dismissal

A. Definition of a Deficiency in Clerkship and Enrichment Phase
1. Grade of D, F, or failure to successfully remediate a course.
2. Failure of USMLE Step 1 or Step 2.
3. Failure of the Phase 3 OSCE(s).
4. Failure to meet any of the core competencies in a course in which the student received a passing grade.
5. Students rated “Does Not Meet Expectations” or “Marginal” in any category of Professionalism that is endorsed by the clerkship director as warranted, will earn a “D” or “F” and will require consideration for remediation.
B. Remediation Based on the Number and Severity of Deficiencies

1. Remediation will be based on the number of deficiencies and the totality of the student’s record.
2. The subcommittee will make recommendations to the Vice Dean of Academic Affairs.
3. The subcommittee will consider the course Director’s recommendations for remediation.
4. The approach the subcommittee takes differs depending upon the number of deficiencies and the totality of performance, but may include:
   1. Requirement for remedial work (independent, supervised, course, or other).
   2. Taking examinations.
   3. Repeating a course.
   4. Repeating some, or all, of the Clerkship and Enrichment curriculum.
   5. Setting an Academic Performance Hearing with the Student Promotions Committee.
5. 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.
6. 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.
7. An academic year may only be repeated once. If a student achieves an unsatisfactory grade in any course during an academic year that is being repeated, the student is subject to dismissal and an Academic Performance Hearing will be initiated.
8. A student who receives a failing (“F”) grade in a course, must repeat it. If the student fails to achieve a satisfactory grade when the course is repeated, the student must present at an Academic Performance Hearing.
9. A student who receives an unsatisfactory grade in a required Enrichment course must remediate or repeat the course. If a student receives an unsatisfactory grade in an elective, the subcommittee may require that the student repeat the elective or may permit the student to choose another elective to meet graduation requirements.
C. Remediation of One Clerkship Deficiency: Typically, the subcommittee will choose the following options:

1. A student who has one clerkship deficiency (“D”) may be allowed to remediate that deficiency at the end of the academic year, and if the student fails the remediation, the student will be required to repeat the clerkship in its entirety.
2. A student who receives a failing (“F”) grade in the required clerkship must repeat the clerkship at the end of the academic year.

D. Remediation of Two Clerkship Deficiencies: Typically, the subcommittee will choose the following options:

1. A student with two clerkship deficiencies in a single academic year may be allowed to retake the NBME subject exam if they are the only deficiencies. A student who is unsuccessful in retaking an NBME subject exam will be required to repeat the entire clerkship.
2. A student may be required to repeat one or both clerkships.
3. A student may be required to repeat the academic year.

E. Remediation of Three or more Clerkship Deficiencies or Fails Remediation:

Typically, the subcommittee will choose the following options:

1. A student who fails remediation or who acquires three or more deficiencies within a single academic year may be required to repeat the entire year (this requirement includes clerkships that may have been passed previously).
2. A student may be considered for dismissal.

F. Notification and Scheduling of Remediation

1. A remediation plan is recommended 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 may accept the recommendation, modify the recommendation, or refer back to the subcommittee.
3. The decision of the Vice Dean of Academic Affairs is made known to the student, in writing, by the Chair of the student’s subcommittee. The subcommittee Chair will notify
the Student Affairs and Curriculum Deans. The Curriculum Dean will notify the appropriate faculty member of the required remediation.

4. The student must schedule the remediation through the campus 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 cannot be scheduled concurrent with any other clerkship, elective, or selective.

7. Clerkship remediation must be scheduled at the beginning of the student’s Enrichment phase unless another time is approved by the Curriculum Dean.

G. Grade Designation following Remediation

1. If the only reason for the “D” grade is failure of the NBME subject exam, then for up to two clerkships the grade will be changed to a “C” (without annotation) after successfully passing the exam. The student will be permitted only one opportunity to retake the exam. If the student does not pass the retake of the NBME subject exam the grade will be changed to an “F” and the student will be required to repeat the entire clerkship.

2. If a student is required to repeat a clerkship, the repeated and original clerkship will be recorded on the student’s transcript; both grades will be used in calculating the student’s grade point average.

3. The original course and grade will remain on the student’s transcript.

H. Consideration for Dismissal or Repeat

The academic performance of each student in the Clerkship and Enrichment 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:

1. A student’s knowledge, character, mental or physical fitness casts grave doubt upon that student’s potential capabilities as a physician.

2. The student has accumulated three or more deficiencies.

3. The subcommittee requests a hearing.

4. The subcommittee recommends dismissal or repeat of an academic year.

5. A student receives a final grade of “F” in two clerkships, intercessions, electives, or selectives. A student receives a final grade of “F” and a final grade of “D” in two clerkships, intercessions, electives, or selectives.
6. A student receives a final grade of “D” in three clerkships, intercessions, electives, or selectives (prior to any remediation).
7. A student does not pass a clerkship, elective, or selective which he/she has been required to repeat.
8. A student was required to remediate deficiencies in two or more modules during the Preclerkship phase and obtains a deficiency in the Clerkship or Enrichment Phases, for which the student was required to repeat the clerkship.
9. A student has not passed either USMLE Step 1 or Step 2 in three attempts.
10. A student who repeats Preclerkship Phase and obtains:
   i. An “F” in the Clerkship or Enrichment Phases
   ii. A “D” in a clerkship, elective, or selective for which the department requires repeating the clerkship, elective, or selective.
   iii. A second “D” in Phase 3, for which the student is not required to repeat the clerkship, elective, or selective.
VII. United States Medical Licensing Examination (USMLE) Step 2

A. A student may not take USMLE Step 2 until he/she has satisfactorily completed the entirety of the core clerkship curriculum.

B. A student must pass USMLE Step 2 to graduate.

C. Students must have USMLE Step 2 scores reported to MCG each time he/she takes the exam.

D. A student will be subject to dismissal if he/she is unable to pass USMLE Step 2 in three attempts. Students will not be certified by MCG to take the USMLE Step 2 examination more than three times unless the student presents compelling evidence of extenuating circumstances that contributed to the failures and that those circumstances have resolved. A decision to allow a fourth attempt will follow the Academic Performance Hearing process as outlined in Section VII and must be recommended by a two-third majority of those present and eligible to vote and approved by the Vice Dean.

VIII. Academic Deficiencies in Clerkship and Enrichment Phases (Class of 2024 and beyond)

A. Definition of a Deficiency - Clerkship/Enrichment Phases

1. Grade of D, or F in a required course or activity
   Note: For the clerkships, the grade consists of a clinical component and an NBME shelf exam component. Except in Emergency Medicine where the scores are assigned at the same time, these two scores are assigned at two separate times – the clinical grade at the completion of the clerkship and the shelf exam score after the retake. For the purpose of remediation, these grades may be considered separately.

2. Failure to successfully remediate a course or activity.

3. Failure of USMLE Step 1 or Step 2

4. Failure to meet any of the core competencies in a course in which the student received a passing grade.
5. Students rated “Does Not Meet Expectations” or “Marginal” in any category of Professionalism that is endorsed by the clerkship director as warranted, will earn a “D” or “F” and will require consideration for remediation.

B. Deficiency Reporting, Review, and Scheduling Process -Clerkship/Enrichment Phases

1. All deficiencies must be reviewed by the Promotions Subcommittee
2. Initial Review:
   The level of review will be based on the number of deficiencies and the totality of the student’s record.
   a. One deficiency: The subcommittee Chair, or his/her designee from the subcommittee, the student’s class Dean and the student’s Academic Advisor will meet with the student about a first deficiency. The recommended remediation will be reported to the appropriate subcommittee for a vote.
   b. Two deficiencies: All members of the subcommittee will meet with the student and review the student’s academic progress
   c. Three or more deficiencies: All members of the Full Promotions Committee will meet with the student and review the student’s academic progress
3. Subcommittee Meeting:
   The subcommittee will consider the course Director’s recommendations for remediation as well as the remediation guidelines listed in Section C below. Recommendations may include requirement for remedial work, retaking examinations, repeating a course, repeating some, or all, of the Clerkship or Enrichment curriculum, or setting an Academic Performance Hearing with the Student Promotions Committee.
4. Recommendations to the Vice Dean of Academic Affairs.
   a. The subcommittee Chair (or designee) submits the recommendation of the subcommittee, in writing, to the Vice Dean of Academic Affairs. The Vice Dean may accept the recommendation, modify the recommendation, or refer back to the subcommittee.
   b. The decision of the Vice Dean of Academic Affairs is made known to the student, in writing, by the Chair of the student’s subcommittee. The subcommittee Chair will notify the Student Affairs and Curriculum Deans.
5. Scheduling of Remediation
   a. The Curriculum Dean will notify the appropriate faculty member of the required remediation.
b. The student must schedule the remediation through the campus 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.

c. Remediation cannot be scheduled concurrent with any other clerkship, elective, or selective.

d. Clerkship remediation
   1. Clinical: Remediation of the clinical portion of a clerkship will be scheduled in the next available clerkship block following the failure. This may involve rescheduling of a previously scheduled clerkship.
   2. Shelf Exam: Remediation of a shelf exam deficiency will be scheduled in the next available four-week block following the deficiency.

e. Selective/Elective remediation will take place in the next available four-week block following the deficiency.

f. A student must complete the required remediation according to the above schedule unless another time is approved by the Curriculum Dean.

C. Remediation Guidelines - Clerkship/Enrichment Phases:

1. Shelf Exam deficiency
   a. A student who has one shelf exam deficiency (failure of the shelf exam after the retake) may be required to retake the shelf exam/s after a four-week study block for each exam deficiency
   b. A student who fails one shelf exam remediation (failure of the above remediation) may be required to retake the whole clerkship.
   c. A student who fails three or more shelf exam after the retake or two or more shelf exam remediations may be required to repeat the entire clerkship phase of the curriculum (this requirement includes clerkships that may have been passed previously) or may be considered for dismissal.

2. Clerkship clinical deficiency:
   a. A student who has one clinical deficiency (Grade of D or F in the clinical portion of the clerkship) may be required to repeat the clinical portion of the clerkship.
   b. A student who has two clinical deficiencies (Grade of D or F in the clinical portion of the clerkship) may be required to repeat the clinical portion of one or both clerkships or may be required to repeat the clerkship phase of the curriculum.
   c. A student who fails remediation or who has three or more clinical deficiencies may be required to repeat the entire clerkship phase of the curriculum (this requirement includes clerkships that may have been passed previously) or may be considered for dismissal.
3. Selective/Elective deficiency  
   a. A student who fails a selective or elective may be required to retake the same selective or elective or to take a different comparable selective or elective  

4. USMLE Step 1 or Step 2 deficiency  
   a. A student who has one or two deficiencies on the USMLE exams (two deficiencies may be considered failure of one exam twice or both exams once) may be required to retake the failed exam/s  
   b. A student who has three or more deficiencies on the USMLE exams (any combination of failures totaling to three or more) may be required to retake the failed exams or may be considered for dismissal  

5. Deficiency in other required activities (OSCE, etc.)  
   a. Students who have deficiencies in one or two other activities may be required to repeat those required activities  
   b. Students who have three or more deficiencies in required activities may be required to repeat those activities or may be considered for dismissal  

D. Grade Designation following Remediation - Clerkship/Enrichment Phases  

1. Shelf Exam deficiency:  
   a. Students who successfully pass up to two shelf exam retakes after the appropriate remediation will be assigned a grade of “C” (without annotation.  
   b. As noted in above, students who fail a shelf exam remediation will be required to retake the entire clerkship. Grades in this case are assigned in the same manner as a student who must retake an entire clerkship because of a clerkship clinical failure  

2. Clerkship clinical failure  
   a. If a student is required to repeat a clerkship, the repeated and original clerkship will be recorded on the student’s transcript; both grades will be used in calculating the student’s grade point average.  
   b. The original course and grade will remain on the student’s transcript.  

3. Selective/Elective failure  
   a. If a student is required to repeat a Selective or Elective, the repeated and original course will be recorded on the student’s transcript; both grades will be used in calculating the student’s grade point average.  
   b. The original course and grade will remain on the student’s transcript.
E. Consideration for Dismissal or Repeat - Clerkship/Enrichment Phases

1. The academic performance of each student in the Clerkship and Enrichment phases of the 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.
   e. A student receives a final grade of “F” in two Clerkship/Enrichment courses or activities
   f. A student receives a final grade of “F” and a final grade of “D” in two Clerkship/Enrichment courses or activities
   g. A student receives a final grade of “D” in three Clerkship/Enrichment courses or activities
   h. A student does not pass a required remediation
   i. A student was required to remediate deficiencies in two or more modules during the Preclerkship phase and obtains a deficiency in Phase 3, for which the student was required to repeat the clerkship.
   j. A student has not passed either USMLE Step 1 or Step 2 in three attempts.
   k. A student who repeats a semester or more of Preclerkship and is required to repeat a clerkship, elective or selective in the Clerkship or Enrichment phase