



## MEDICAL SCHOOL POLICY

# Academic Progress & Graduation

*(Applies to students Graduating with the Class of 2026 or earlier)*

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**Senior Leader:** Medical School Dean

**Responsible University Officer:** Senior Associate Dean for Undergraduate Medical Education

**Policy Owner:** Senior Associate Dean for Undergraduate Medical Education

**Policy Contact:** Medical School Registrar, [medregistrar@umn.edu](mailto:medregistrar@umn.edu)

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## POLICY STATEMENT

All students of the University of Minnesota Medical School (UMMS) are expected to maintain continuous enrollment and meet the same academic, technical, and professional standards for advancement and graduation within a prescribed time frame, with or without accommodations. These requirements include successful completion of all preclinical and clinical phase work, passing of the USMLE Step 1 and Step 2 CK, and demonstrated proficiency in the Competencies Required for Graduation. Satisfactory academic progress is also necessary for determining financial aid eligibility.

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## REASON FOR POLICY

This policy clarifies the requirements governing what constitutes satisfactory academic progress for advancement in the educational program and for graduation for students matriculating to the UMMS prior to fall 2023. In addition, for students receiving financial aid, federal regulations require the UMMS to establish, publish, and apply standards to monitor progress toward completion of the MD degree.

This policy also ensures the medical school meets LCME Accreditation requirements as follows:

**Element 9.9: STUDENT ADVANCEMENT AND APPEAL PROCESS.** “A medical school ensures that the medical education program has a single set of core standards for the advancement and graduation of all medical students across all locations. A subset of medical students may have academic requirements in addition to the core standards if they are enrolled in a parallel curriculum. A medical school ensures that there is a fair and formal process for taking any action that may affect the status of a medical student, including timely notice of the impending action, disclosure of the evidence on which the action would be based, an opportunity for the medical student to respond, and an opportunity to appeal any adverse decision related to advancement, graduation, or dismissal.”

**Element 10.3: Policies Regarding Student Selection/Progress and Their Dissemination.** “The faculty of a medical school establish criteria for student selection and develop and implement effective policies and procedures regarding, and make decisions about, medical student application, selection, admission, assessment, promotion, graduation, and any disciplinary action. The medical school makes available to all interested parties its criteria, standards, policies, and procedures regarding these matters.”

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## PROCEDURES

### I. Requirements

In order to make academic progress and be eligible to receive the MD Degree, the following requirements must be met.

#### 1. Preclerkship Phase

- a. All students must successfully pass Year 1 courses in order to progress to Year 2. This includes successful completion of any remediation plans.
- b. All students must successfully pass all Foundations requirements (see 'c' below) in order to progress to Clinical Immersion. In the event grades have not been posted before beginning the Clinical Immersion, students will be permitted to progress into the Clinical Immersion up to a maximum of 4 weeks (e.g. taking one 4-week clerkship or two 2-week clerkships) until grades have been posted before being permitted to progress further
- c. Successful completion of the Foundations requirements includes passing scores on USMLE Step 1.

#### Procedures and Limitations for Transition to the Central Campus in the Twin Cities

Students matriculated on the Regional Campus in Duluth will transition to the Central Campus upon successfully passing all preclerkship phase courses. Students who have not successfully passed one or more preclerkship phase requirements will not transition to the Twin Cities campus (and will not be approved for a transfer to another school) until successful remediation. At which point the student may transition to the Twin Cities, subject to scheduling modifications resulting from the delayed transition.

#### 2. Clinical Immersion Phase

- a. Students must successfully pass all required clerkships, selectives, specialty requirements and acting internships
- b. Students must successfully complete all required weeks of electives (including the completion of a minimum of "hands on" elective weeks)
- c. All students must take and meet established performance levels (eg. pass) all required institutional assessments as designated in the MD Program requirements
- d. Successful completion of Clinical Immersion phase requirements includes passing scores on USMLE Step 2 CK.
- e. This includes successful completion of any remediation plans

#### 3. All Phases

- a. Students must successfully pass the USMLE Step 1 and Step 2 CK as described in the section **USMLE Requirements**, below
- b. Students must meet compliance requirements for up-to-date immunizations as outlined in the **Student Compliance Requirements, Years 1-4** policy (see "*Related Information*")
- c. Students must meet the academic, technical, and professional standards at each level of the medical education program and must do so within the prescribed time frame with or without accommodations (*see below*)

#### 4. Time Limits for completion of coursework and awarding of MD

The maximum duration for completion of undergraduate medical education is six years from matriculation as detailed below.

- a. All Foundations courses and academic requirements (ie. Step 1) must be successfully completed within three years from matriculation
- b. All Clinical Immersion phase courses and academic requirements must be successfully completed within three years from the start of the Year 3 curriculum

Exceptions:

- a. Students enrolled in a dual degree program are granted additional time as long as they otherwise remain in good academic standing in the medical school
- b. Approved Leaves of Absence (LOA) are not counted against time to completion

## II. Systematic Progression

### 1. Academic Difficulty

Refers to failing and/or performing marginally on one or more graded components within a course/clerkship, *prior* to receiving a final grade for the course/clerkship. In these instances, students are strongly encouraged to proactively seek out services to support their academic success. It is ultimately each student's responsibility to be engaged in, and take responsibility for, their own education and for availing themselves of academic resources.

### 2. At Risk

A student is considered "At Risk" inclusive of, but not limited to:

- students who receive a failing grade (N) in any one basic science or clinical course in a given term with no other previous, current, or outstanding academic failures or professional deficiencies, or;
- students who fail their first attempt on USMLE Step 1 or Step 2 CK with no other previous, current, or outstanding academic failures or professional deficiencies

Students At Risk will meet with their Academic Advisor, and/or the Dean of Students for their campus to develop an appropriate and detailed remediation plan.

### 3. Academic Probation

This refers to students with continuing and/or more serious deficiencies. Probation is noted in the student's academic record and the Medical Student Performance Evaluation (MSPE) and the student is no longer in Good Academic Standing. Factors resulting in probationary status include the following:

- a. failing a **repeat** of a basic science or clinical course (see "*Definitions*")
- b. failing a **re-examination** of a basic science exam (see "*Definitions*")
- c. failing to meet the requirements of a remediation plan
- d. a second failure in any combination of basic science courses, clinical courses, or USMLE Step Exams whether previously remediated or currently unremediated
- e. Being sanctioned for a significant or persistent professionalism or behavioral violation (see "*Related Information*").

### 4. Academic Dismissal

Dismissal will be noted in the student's academic record. A student will be subject to a dismissal hearing for the following reasons, including but not limited to:

- a. Having three or more failures in any combination of basic science or clinical courses, and/or USMLE exams (Step 1, Step 2 CK) whether remediated or unremediated
- b. Failing USMLE Step 1 or Step 2 CK three times (see "*USMLE Requirements*")
- c. Failing to remediate academic probation
- d. Egregious or repeated violations of professional standards in academic, clinical, or other related professional settings
- e. Egregious or repeated violations of the University's Code of Conduct (see "*Related Information*")
- f. Failing to adhere to the *Time Limits for Completion of Coursework and Awarding of the MD* as outlined herein

## IV. Scholastic Standing Committee Referral

Students who meet the criteria for Academic Probation will be referred to the Committee on Student Scholastic Standing (COSSS). COSSS may place a student on academic probation wherever warranted. In addition, any student, irrespective of academic standing may be referred to the

COSSS where review is warranted. Academic Dismissals may be considered irrespective of the student's academic standing at the time such action is considered. Refer to the [Scholastic Standing Committees Policy](#) located on the Medical Student Policies webpage for details.

## V. Graduation

Medical students must meet the following requirements to be awarded the MD degree.

- a. All requirements of the medical education program must be successfully completed and within the prescribed time limits
- b. Achievement of all Graduation Competencies
- c. Students must satisfy all conditions for remediation and not be on academic probation at the time of graduation

## VI. USMLE Requirements

UMMS students must pass the United States Medical Licensing Examination (USMLE) Step 1 and Step 2 Clinical Knowledge (CK) in order to graduate with the MD degree. Passing standards are those established by the National Board of Medical Examiners (NBME).

### Time limits

Students are required to take and pass USMLE Step 1 before the end of their first semester of the clinical phase. In the case of a failing score, students may be approved by COSSS to continue for up to one additional semester in their clinical coursework in order to permit time to retake and pass USMLE Step 1.

Students who have not received a passing score on USMLE Step 1 after retaking the exam will be referred to the COSSS for further review. In addition to other outcomes, the student may be required to take a Leave of Absence as per the [Leave of Absence and Withdrawal Policy](#) (see "Related Information").

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## ADDITIONAL CONTACTS

Role	Contact	Email
Academic Advising	Addy Irvine	<a href="mailto:abrickwe@umn.edu">abrickwe@umn.edu</a>
Learner Development - Twin Cities	Shannon Nelson	<a href="mailto:nels6947@umn.edu">nels6947@umn.edu</a>
Learner Development - Duluth	Liz Teschner	<a href="mailto:eteschn@umn.edu">eteschn@umn.edu</a>

## DEFINITIONS

### **Repeat**

A repeat refers to instances in which a student must retake the entire course/clerkship.

### **Re-examination**

A re-examination refers to instances in which a student must retake a specific graded examination/activity as part of a formal remediation plan implemented through an advisor or scholastic standing committee.

### **Satisfactory Academic Progress**

Satisfactory academic progress is the appropriate successful completion of degree requirements according to established increments that lead to degree completion within published completion limits.

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## RELATED INFORMATION

Refer to the [Medical Student Policies](#) webpage to review these related policies:

- Competencies Required for Graduation
- Student Compliance Requirements, Years 1-4
- Leave of Absence and Withdrawal Policy
- [Flexible MD Program](#)
- Scholastic Standing Committee Policy
- Reinstatement from Withdrawal Policy
- Medical School Grades Policy
- Medical School Registration Policy
- [University of Minnesota Code of Conduct](#)

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## HISTORY

**Approved:** COSSS/SSC, April, 2021

**Approved:** MSEC, January, 2022

**Reviewed and Approved:** MSEC, May 2025