UNIVERSITY OF MINNESOTA

Medical School Policy

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Policy #
UME.56.v.2

Academic Progress & Graduation

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, email to medregistrar@umn.edu

Policy Statement

All students of the University of Minnesota Medical School (UMMS) are expected to maintain continuous enrollment and meet the academic, technical, and professional standards for advancement and graduation within a prescribed time frame, with or without accommodations.

This policy clarifies the single set of core requirements governing what constitutes satisfactory academic progress for advancement and graduation. 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.

Curriculum Sequencing

- Foundations Phase (FP): The Foundations Phase consists of a total of three semesters in Year 1 (fall: FP1, spring: FP2, and summer: FP3), and a single fall semester in Year 2 (FP4). *
- Clinical Immersion Phase (CiP) and Specialty-Specific Transitions Phase (StP): The Clinical Immersion Phase (CiP) and the Specialty-Specific Transition Phase (StP) consist of a total of seven semesters beginning in the spring of Year 2 through the spring of Year 4. *
    - **USMLE Step 1:** Upon the completion of the FP, students are afforded dedicated study time during the first semester of the CiP to prepare for USMLE Step 1.

* Start and end dates for UMMS semesters adhere to the medical school Academic Calendar. Visit the Academic Calendar webpage for dates

Procedures

I. Requirements

1. Foundations Phase (FP)

Incidence	Outcome [1]	Remediation/Consequence
Successfully passing all Year 1 FP courses (FP1-3)	Student may progress into FP4	None
Unremediated failure or	Student cannot progress to FP4	FP1-3 remediations/Incompletes

Incompletes in one or more Year 1 FP courses (FP1-3)		must be resolved via a remediation plan or Incomplete Contract prior to starting FP4
Successfully passing all FP1-4 courses and passing USMLE Step 1	Student may progress into all components of the CiP	None
Failure to take and receive a passing score on USMLE Step 1 by the end of the first semester of CiP [2]	Student cannot progress beyond the first semester of the CiP	During the summer semester, student will be enrolled in required activities, including the provision of additional, dedicated USMLE Step 1 prep
Unremediated failures or Incompletes in one or more FP1-4 courses [2]	Student may not progress into any of the required courses of the CiP: 1) Step 1 Prep (INMD 7010); 2) Bridge to Clinical Immersion (INMD 7007); 3) Becoming a Doctor Clinical Immersion (INMD 7101); and 4) all clinical rotations or electives	All failures/Incompletes must be resolved via a remediation plan or Incomplete Contract prior to starting any required portions of the CiP
Any other situations in which a student has not resolved all failures/Incompletes or received a passing score on USMLE Step 1	Student cannot progress	Student placed on a Leave of Absence

[1] COSSS reviews any instances impacting progression.

[2] In the rare instance there are both unremediated failures/Incompletes in FP1-4 courses *and* a failure of USMLE Step 1, the student will be referred to COSSS for review and consideration regarding the impact on academic progress.

2. **Clinical Immersion Phase (CiP) and Specialty-Specific Transitions Phase (StP)**
    a. To successfully meet the requirements of the CiP and StP, students must:
        i. pass all required core clerkships, selectives, and acting internships
        ii. fulfill all required weeks of electives, including "hands on" elective weeks
        iii. achieve entrustment at a level of indirect supervision for Core EPAs 1, 2, 5, and 6
        iv. take and meet established performance levels (eg. pass), all required institutional assessments as designated in the MD Program requirements

3. **All Phases**
    a. Students must successfully pass the USMLE Step 1 and Step 2 CK as described below.
    b. Students must meet compliance requirements as outlined in the **Student Compliance Requirements, Years 1-4** policy (see *"Related Information",* below).
    c. Students must meet the academic, technical, professional, and competency standards at each level of the medical education program and at the time of graduation. This includes successfully completing all remediation plans and resolving all Incomplete

4. **Time Limits**
   Students are expected to complete the UMMS undergraduate medical education program within the four-year curricular format. In rare instances students may be approved for additional time, such as when decelerating or engaging in remedial activities. In these instances, the maximum duration for completion of undergraduate medical education is six years from matriculation:
   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. Graduation

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

a. Successfully completing all requirements of the medical education program within prescribed time limits
b. Achievement of all Graduation Competencies
c. Achievement of all required core EPAs
d. Successfully passed the United States Medical Licensing Examination (USMLE) Step 1 and Step 2 Clinical Knowledge (CK). Passing standards are those established by the National Board of Medical Examiners (NBME).
e. Be in Good Academic Standing at the time of graduation

III. 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 <u>one</u> FP, CiP, or StP course in a given term with no other previous, current, or outstanding academic failures or professional deficiencies, or;
   - students who fail their <u>first</u> 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 an 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 an FP or clerkship course (see *"Definitions"*).

b. Failing a **re-examination** of an FP exam (see *"Definitions"*).
c. Failing to meet the requirements of a remediation plan.
d. A second failure in any combination of FP courses, CiP, or StP 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**
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 Foundations or clerkship 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.

COSSS: Students on Academic Probation, facing Dismissal, or who meet the criteria limiting progression will be referred to the Committee on Student Scholastic Standing (COSSS).

Additional Contacts

Role/Title	Contact	Email
Academic Advising	Addy Irvine	abrickwe@umn.edu
Learner Development - Twin Cities	Shannon Nelson	nels6947@umn.edu
Learner Development - Duluth	Liz Teschner	eteschn@umn.edu
Regional Assistant Dean for UME - St. Cloud	Jill Amsberry	amsberry@umn.edu
Learner Development - Twin Cities	Maryanne Reilly-Spong	maryanne@umn.edu
Regional Assistant Dean for Student Affairs - Duluth	Kendra Nordgren	nordgre@d.umn.edu
Assistant Dean for Student Affairs - Twin Cities or as general contact	Michael Kim	mikekim@umn.edu
Clinical Coaching Program	Rachel Poeppelman	poepp036@umn.edu

Academic Progress and Graduation

Definitions

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.

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

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.

Related Information

Visit the Medical Student Policies webpage to review the following related policies:

- Competencies Required for Graduation
- Student Compliance Requirements, Years 1-4
- Leave of Absence and Withdrawal Policy
- Visit the Flexible MD Program webpage for information
- Scholastic Standing Committee Policy
- Reinstatement from Withdrawal Policy
- Medical School Grades Policy
- Medical School Registration Policy
- Read about the University of Minnesota Code of Conduct

LCME Accreditation Relevance

This policy 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."

History

Approved: COSSS/SSC, April, 2021
Approved: MSSSC, January, 2022
Reviewed and Approved: MSEC, September 2023
Reviewed and Approved: MSEC, March 2024

UMMS Z-Link: https://z.umn.edu/med-acad-prog-graduation-Serve

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Reviewed and Approved: MSEC, August 2025