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. These requirements include successful completion of all preclinical and clinical phase work as well as successful passing of the USMLE Step 1, 2CS and 2CK. Satisfactory academic progress is also necessary for determining financial aid eligibility.

REASON FOR POLICY

This policy clarifies the requirements governing what constitutes satisfactory academic progress for advancement in the educational program and for graduation. 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."

PROCEDURES

I. Requirements

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

1. Preclinical Phase
   a. All students must successfully pass Year 1 courses in order to progress to Year 2
   b. All students must successfully pass Year 2 courses in order to progress to the Clinical Phase (Year 3)
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 preclinical phase courses. Students who have not successfully passed one or more preclinical phase requirements will not transition to the Twin Cities campus (and will not be approved for a transfer to another school). Upon successful remediation, the student will transition to the Twin Cities subject to scheduling modifications resulting from the delayed transition.

2. **Clinical Phase**
   a. Students must successfully pass all required clinical rotations and required weeks of electives across the clinical phase
   b. All students must take all required institutional assessments (i.e. Clinical Competency Assessment) as designated in the MD Program requirements

3. **All Phases**
   a. Students must successfully pass the USMLE Step 1, Step 2CS, and Step 2CK 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 *(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 preclinical phase courses and academic requirements must be successfully completed within three years from matriculation
   b. All clinical 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
   c. Participation in the FlexMD program is not counted against time to completion

1 For purposes of this policy, successful completion of the academic requirements in the pre-clinical and clinical phases is inclusive of passing scores on the USMLE Step 1, Step 2CK, and Step 2CS.

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, or those who fail their first attempt on USMLE Step 1, Step 2CK, or Step 2CS, with no other previous, current, or outstanding academic failures or professional deficiencies.

   Students At Risk will meet with their Twin Cities 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 (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

Students who meet the criteria for Academic Probation will be referred to the relevant scholastic standing committee. A scholastic standing committee may also place a student on academic probation wherever warranted.

4. Academic Dismissal
A student will be subject to dismissal by the relevant scholastic standing committee including but not limited to, the following instances:

a. Students with three or more failures in any combination of basic science or clinical courses, and/or USMLE exams (Step 1, Step 2CS, Step 2CK) whether remediated or unremediated
b. Students who fail USMLE Step 1, Step 2CS, or Step 2CK three times (see “USMLE Requirements”)
c. Students who fail to remediate academic probation
d. Egregious or repeated violations of professional standards in academic, clinical, or other related professional settings
e. Students who fail to adhere to the Time Limits for Completion of Coursework and Awarding of the MD as outlined herein

IV. Scholastic Standing Committee Referral
Any student who is identified as not in good academic standing will be subject to the policies and procedures of the relevant scholastic standing committee (COSSS or SSC). In addition, any student, irrespective of academic standing may be referred to a scholastic standing committee where review is warranted. Refer to the Scholastic Standing Committee Policy 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. Students must satisfy all conditions for remediation and not be on academic probation at the time of graduation

VI. USMLE Requirements
Medical students must pass the United States Medical Licensing Examination (USMLE) Step 1, Step 2 Clinical Knowledge (CK), and the Step 2 Clinical Skills (CS) 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 expected 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 granted up to one additional semester to retake Step 1 and receive notification of a passing score before being permitted to continue in the clinical phase.

Students who have not received a passing score on USMLE Step 1 after retaking the exam may be referred to the Committee On Student Scholastic Standing (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”).

**FORMS/INSTRUCTIONS**

There are no forms associated with this policy.

**APPENDICES**

There are no appendices associated with this policy.

**FREQUENTLY ASKED QUESTIONS**

There is no FAQ associated with this policy.

**ADDITIONAL CONTACTS**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Contact</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Contact</td>
<td>Name</td>
<td>Phone</td>
<td>Email</td>
</tr>
<tr>
<td>Academic Advising - Twin Cities</td>
<td>Addy Irvine</td>
<td>(612) 624-6665</td>
<td><a href="mailto:abrickwe@umn.edu">abrickwe@umn.edu</a></td>
</tr>
<tr>
<td>Learner Development - Twin Cities</td>
<td>Scott Slattery</td>
<td>(612) 626-7196</td>
<td><a href="mailto:slattery@umn.edu">slattery@umn.edu</a></td>
</tr>
<tr>
<td>Learner Development - Duluth</td>
<td>Phyllis Lindberg</td>
<td>(218) 726-7059</td>
<td><a href="mailto:plindber@d.umn.edu">plindber@d.umn.edu</a></td>
</tr>
</tbody>
</table>

**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 or other graded activity within a course/clerkship (i.e. final exam) in order to earn a passing grade in the course/clerkship for remediation purposes.

**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.

**RESPONSIBILITIES**

There are no responsibilities associated with this policy.

**RELATED INFORMATION**

**Student Compliance Requirements, Years 1-4**

https://med.umn.edu/sites/med.umn.edu/files/student_compliance_requirements.pdf
Leave of Absence and Withdrawal Policy

Flex MD Program

https://www.med.umn.edu/md-students/student-experience/flexible-md-program

Scholastic Standing Committee Policy:
https://med.umn.edu/sites/med.umn.edu/files/osa.1219.020.1_scholastic_standing_committee_2.pdf

Reinstatement from Withdrawal Policy:
https://med.umn.edu/sites/med.umn.edu/files/osa.0219.009.1_reinstatement_from_withdrawal.pdf

Medical School Grades Policy:

Medical School Registration Policy:
https://med.umn.edu/sites/med.umn.edu/files/ome.1118.008.1_medical_school_registration_policy.pdf

HISTORY

Amended: