


<p>Name of Policy: Medical student evaluation in the four-year curriculum: preclinical</p> <p>Policy Number: 3364-81-04-013-01 A</p> <p>Approving Officer: Dean, College of Medicine</p> <p>Responsible Agent: Associate Dean for Preclinical Undergraduate Medical Education</p> <p>Scope: All University of Toledo Campuses</p>	 <p>Effective date: 09/17/04</p>
<input type="checkbox"/> New policy proposal	<input type="checkbox"/> Minor/technical revision of existing policy
<input type="checkbox"/> Major revision of existing policy	<input checked="" type="checkbox"/> Reaffirmation of existing policy

- (A) Policy statement
- (B) Purpose of policy
- (D) Procedure

Students will be given the general objectives, methods of evaluation, and criteria for successful completion at the beginning of each curriculum component. Grading shall be based on the extent to which a student accomplishes specified educational goals and/or achieves expected levels of clinical skill. Evaluations/examinations will be designed to measure the knowledge, skills, and/or attitudes specified in the objectives. The criteria for academic evaluation established by departments/blocks shall be identical for full-time and part-time students in the College of Medicine curriculum.

Preclinical Years

During the preclinical years of the standard curriculum, students are required to enroll in curricular blocks which are designated as either graded or satisfactory/fail. Student may also enroll in electives designated as credit/noncredit.

Grading Policies

1. Graded curricular blocks
 - A grading system of HONORS, HIGH PASS, PASS, and FAIL will be used.
 - Break points for grades:
 - All blocks require a minimum composite score of 70% for awarding a final grade of PASS.
 - A minimum composite score of 80% is required for a grade of HIGH PASS.
 - A minimum composite score of 90% is required for a grade HONORS.

2. Satisfactory/Fail (S/F) curricular blocks
A grading system of SATISFACTORY/FAIL will be use for curricular blocks not following the graded designations.
 - A SATISFACTORY grade requires that students meet the minimum level of performance set by the individual blocks.
 - If students do not meet the minimum standards they will be given a grade of Fail.

3. Credit/No Credit electives
All preclinical electives are graded on a Credit/No Credit basis.
 - Full participation in preclinical electives results in the receipt of CREDIT for the elective on the student's transcript.
 - Failure to meet participation requirements for an elective in which a student has enrolled, results in the receipt of NO CREDIT recorded on the transcript. Therefore a student is advised to withdraw from an elective by filling out a drop/add form, if they are unable to fully participate in the elective. (SEE BELOW)

Incomplete grades

An INCOMPLETE will be given when a student does not complete all requirements for a course/block within the specified time. If the INCOMPLETE results from an absence approved by the Associate Dean for Student Affairs (e.g., illness, family emergency) and work is completed before the course/block is offered again, the INCOMPLETE will be removed from the permanent record and a final grade assigned. If a student is unable to complete the requirements of the block before the next offering of the block, a grade of WITHDRAW PASS or WITHDRAW FAIL will be assigned.

Withdrawal grades

If a student wishes to withdraw from a block/course (graded or S/F), written permission must be obtained on forms available in the Office of Student Affairs or the Registrar's Office. This form must be signed and dated by the block/course director and the Associate Dean for Student Affairs and then returned to the Registrar. If this form is completed within the first third of the grading period for any given course a grade of WITHDRAW will be recorded for that course. A student who withdraws after that date from any block/course will be assigned a grade of WITHDRAW PASS or WITHDRAW FAIL based upon the student's grade at the time of withdrawal. A grade of WITHDRAW, WITHDRAW PASS, or WITHDRAW FAIL will remain on a student's transcript even after the block/course is successfully completed. To complete a course from which a student has withdrawn, the entire block/course must be repeated.

Good Academic Standing

Good Academic Standing in years 1 & 2 is defined as the absence of any outstanding grades of FAIL or WITHDRAW FAIL.

<p>Approved by:</p> <p>Jeffrey Gold, M.D.</p> <hr/> <p>Name Dean, College of Medicine</p> <hr/> <p>Title</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by:</i></p>	<p>Policies Superseded by This Policy: None</p> <p>Initial effective date: 07/16/03</p> <p>Review/Revision Date: 09/17/04</p> <p>Next review date: 09/17/2007 (three years from most recent revision/review date)</p>
--	--