Name of Policy:	College of Medicine & Life Sciences: Medical Student Membership on the College of Medicine Admissions Committee	
Policy Number:	3364-81-04-010-02	**Revision date:** 10/14/2026
Approving Officer:	Dean, College of Medicine & Life Sciences	**Original effective date**: 10/01/2009
Responsible Agent:	Associate Dean for Student Affairs and Admissions, M.D. Program	
Scope:	Admissions Committee - College of Medicine & Life Sciences M.D. Program	

☐	New policy proposal	☒	Minor/technical revision of existing policy
☐	Major revision of existing policy	☐	Reaffirmation of existing policy

(A) Purpose

The purpose of this policy is to describe the responsibilities of medical students who serve on the College of Medicine & Life Sciences MD Program Admissions Committee.

(B) Policy

Selection of Student Members

Each year, the Admissions office will send an invitation to all second year medical students regarding interest in serving on the College of Medicine & Life Sciences Admissions Committee for the following academic year. After review of submitted applications, subsequent interviews, and approval from the Dean's office, medical students will be selected to serve. To be considered for membership on the Committee, the student must be in good academic standing with no negative professionalism or student conduct violations. Student membership on the committee is renewable for up to two additional years pending continued good performance, good academic standing, and absence of negative professionalism/student conduct violations.

Student Responsibilities

- Attendance at admission committee meetings with full voting privileges
- Review of applicant files
- Conduct candidate interviews if needed and available
- Maintain good academic and professionalism standing during the term of appointment on the committee. If a student does not remain in good academic and professionalism standing, they will be removed from the committee

Each student member of the Admissions committee will act in the best interest of the College of Medicine & Life Sciences and each will abstain from acting or voting where there is any real or perceived conflict with regard to a particular applicant before the committee. At all times when action is taken by the admissions committee, the College of Medicine & Life Sciences faculty will represent a majority of voting members.

(C) Scope

This policy refers to the Admissions Committee- College of Medicine & Life Sciences M.D. Program.

Approved by: **/s/**_____ Imran Ali, M.D. Dean, College of Medicine and Life Sciences 10/14/26_____ Date *Review/Revision Completed by:* *Dean, College of Medicine* *Associate Dean for Student Affairs & Admissions- College of Medicine* *Assistant Dean for Admissions- College of Medicine*	**Policies Superseded by This Policy:** None **Initial effective date:** 10/01/2009 **Revision/review date:** • 10/01/12 • 09/25/12 • 07/08/16 • 9/30/19 • 6/8/22 • 6/10/25 • 10/14/26 **Next review date: 10/15/2029** (three years from most recent revision/review date)