



NEW YORK MEDICAL COLLEGE

School of Medicine

TITLE: General Guidelines for the Management of Academic Deficiencies for the Promotions Committees of the NYMC-SOM		
EFFECTIVE DATE: 2/17/11	REVIEWED DATE: 6/5/15	REVISED DATE: 6/9/15

I. POLICY/ GUIDELINE:

The following guidelines are meant to provide a framework for consistent action by the promotions committees. The professional judgment of the faculty committee may, as an exception, supersede these guidelines.

Course Deficiencies

- *Single Course Failure:* A student who has one course failure will be required to remediate the failure prior to promotion to the next academic year. The faculty responsible for reporting the failing grade will make a recommendation to the unified promotions committee as to how the student will make up the failure. The plan may include, but is not limited to, additional study time and make-up examination, repeating all or part of the course, or repeating the academic year. The recommendation of the course faculty is submitted to the appropriate promotions committee for action. If the initial remediation did not involve a repeat of an entire course and the student is unsuccessful in their attempt, the committee may dismiss the student or may offer subsequent remediation. If offered, further remediation must include repeating the course. Failure to pass the course after a second attempt will, most likely, result in the dismissal of the student.
- *Two or more course failures in an academic year:* A student who has more than one course failure in an academic year may be subject to dismissal, or may be required to repeat all or a portion of the academic year.
- *Multiple course failures and/or other course deficiencies during the MD Program:* A student who has multiple academic deficiencies across the entirety of the program (across more than a single academic year) will be reviewed by the relevant promotions committee based on their entire academic record and may be subject to further action by the committee, including dismissal.

Academic Difficulty and Activities

Students having academic difficulty of any sort, including failure of a single course, should not participate in dual-degree programs, extracurricular activities that require a



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significant amount of time expenditure, or gainful employment without discussing the matter with the Senior Associate Dean for School of Medicine Student Affairs or designee and obtaining his/her documented approval for such activities.

II. PURPOSE: The provide a framework for consistent action by the promotions committees of the NYMC-SOM regarding the management of academic deficiencies.

III. SCOPE

- Medical Students
- Course and Clerkship Directors
- Members appointed to the Promotions Committee(s) of the NYMC SOM

IV. DEFINITIONS: N/A

V. POLICY AUTHOR(S)

- Offices of Medical Education and Student Affairs

VI. RELATED POLICIES

- Course and Clerkship Grading Policy for the NYMC SOM
- Grade Appeal Policy for the NYMC SOM
- Academic Dismissal and Appeals Policies of the NYMC SOM
- Time limitations for completing portions of the curriculum for the NYMC SOM
- USMLE Examination and Clinical Competency Examination Requirements and Policies for the NYMC SOM

VII. PROCEDURE(S):

- As described in guidelines above

VIII. REFERENCES

- LCME Standard 9.9: Single Standard for Promotion / Graduation and Appeal Process: A medical school ensures that the medical education program has a single standard for the promotion and graduation of medical students across all locations and 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



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related to promotion, graduation, or dismissal.

- LCME Standard 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.

IX. TYPE OF POLICY

- Medical Student

X. APPROVALS

- Education and Curriculum Committee


XI. POLICY MANAGEMENT

Responsible Executive: Dean of the School of Medicine

Responsible Officer: Senior Associate Dean for Medical Education

Responsible Office: Office of Undergraduate Medical Education

ACCEPTED AND AGREED TO:



D. Douglas Miller, M.D., C.M., M.B.A.

June 9, 2015

Date