



**Policy Title:** Single Set of Core Standards for Promotion and Graduation

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**Accountable Dean(s), Director(s), or Office(s):**

Associate Dean for Admissions and Student Affairs

**Reviewed By:**

Professionalism & Promotion Committee

**Approval Body:**

Executive Faculty

**RELEVANT LCME STANDARD:**

9.9 Student Advancement and Appeal Process

**POLICY STATEMENT AND PURPOSE:**

The LCME states: 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.

**REQUIREMENTS FOR ADVANCEMENT:**

To advance to the next academic level, students must meet professionalism standards as well as the following academic requirements:

**Promotion to Phase 2:**

- Complete and pass all required Phase 1 courses.
- If students do not pass Immunology at the end of Year 1 (Spring Phase 2), they may continue into Phase 2 and remediate Immunology during the Spring of the following year.

**Promotion to T3:**

- Complete and pass all required Phase 2 courses.
- Complete and pass Immunology.
  - Students who were required to repeat Immunology must pass this course before they are eligible to begin clerkships. Depending on the timing of the Immunology exam, this may result in delaying clerkships by one block.
  - If the student does not earn a passing score on the Immunology repeat attempt, the student will be dismissed (see policy on Academic Deficiencies and Student Progress).

- Take USMLE Step 1 prior to the start of clerkships or commit to delaying Step 1 until after T3 clerkships.
- Participate in and complete the mandatory T3 orientation.

#### Promotion to T4:

- Third-year clerkships are a pre-requisite for T4 rotations.
  - Students who fail a clerkship must repeat it successfully before beginning T4 rotations.
  - Students with a deficiency (C or I) in one T3 clerkship may begin T4 rotations and are allowed 6 months to remediate (see policy on Academic Deficiencies and Student Progress). However, students are advised to remediate the deficiency as soon as possible because passing grades in all clerkships are an important criteria in a successful match. If a student does not successfully remediate the deficiency, they must repeat the clerkship in the next available block before they can continue T4 rotations.
- Students with 2 deficiencies (combination of I, C, or F but no more than one F) in core clerkship rotations are placed on leave of absence until the deficiencies are remediated (see Policy on Academic Deficiencies and Student Progress).
- Students must have taken USMLE Step 1 (see policy on Academic Deficiencies and Student Progress).

#### REQUIREMENTS FOR GRADUATION:

To graduate from Tulane University School of Medicine, students must:

- Complete and pass all required preclinical, clinical, and elective coursework.
- Successfully complete Advanced Cardiovascular Life Support (ACLS) certification.
- Complete 5 interdisciplinary seminars.
- Pass the United States Medical Licensing Examination (USMLE) Step 1 and USMLE Step 2 CK (Clinical Knowledge).
- Satisfactorily demonstrate the professional attributes and competencies outlined in our institutional program objectives and guiding principles.
- Meet all institutional financial obligations, including the Financial Aid exit interview.

#### TIME LIMITS

- For traditional MD students, all requirements for graduation, including passing USMLE Step 1 and Step 2 CK, must be completed within 6 years from the date of matriculation, inclusive of remediations and/or leaves of absence.
- For students enrolled in dual degree programs, additional time and consideration will be given for completion of the non-MD degree.
- Exceptions will only be provided in extraordinary circumstances and with the approval of the Professionalism and Promotions Committee (PPC).

#### NOTES:

- It is the student's responsibility to know all requirements for completion of the program, awarding of the medical degree, and graduation.

- Student Affairs staff and administration will ensure that all students have met the requirements for graduation. All students eligible for graduation are reviewed by the PPC who recommends graduation to the Executive Faculty. The Executive Faculty approves all students for graduation.
- Students are expected to have completed all graduation requirements by the final block in April of their T4 year.
  - Students may not graduate with an incomplete on their transcript, even if they have completed all other graduation requirements. All incompletes must be resolved or converted to failures before a student is eligible to graduate. For example, if the student has earned an incomplete in an elective that is not needed to meet graduation requirements, the incomplete must be converted to an F on the student's transcript if the student opts not to resolve the incomplete.
  - In rare cases, students may be allowed to complete unfinished requirements no later than June 30<sup>th</sup> of each year to be certified for May commencement. However, students who do not complete requirements by April will experience delays in receiving necessary documents for their residency.
  - Failure to complete all requirements by June 30<sup>th</sup> will delay a student's graduation and application for a temporary license, which may mean that the student is unable to begin their residency on time.

**LAST REVIEW DATE/APPROVAL:**

Professionalism & Promotions Committee: 06/04/24

Executive Faculty: 06/25/24

**REVIEW CYCLE:**

Annually