

Probation

Probation is defined as a period of time specified by the Senior Associate Dean for Academic Affairs when the student's progress will be closely monitored by the Academic Standards Committee and the Senior Associate Dean for Academic Affairs. Probation represents an official sanction by the College for academic or professional misconduct.

Requirements for Graduation

A student who has satisfactorily completed all academic requirements and who has been recommended by the College faculty may be awarded the Doctor of Osteopathic Medicine (D.O.) degree, provided the student has:

1. No un-remediated "D" or "U" grades and no grades of "I";
2. Satisfactorily completed all clinical rotations;
3. Complied with all legal and financial requirements of the College;
4. Exhibited the ethical, professional, behavioral, and personal characteristics necessary for the practice of osteopathic medicine;
5. Demonstrated acceptable competence in the knowledge, skills, and attitudes required of an osteopathic physician;
6. Passed COMLEX-USA Level 2, both cognitive (CE) and performance (PE);
7. Been recommended for graduation by the faculty and appropriate College bodies;
8. Attended the commencement ceremony (only in unusual circumstances, and with prior approval of the Senior Associate Dean for Academic Affairs, will a degree be awarded in absentia);
9. Met the graduation requirements listed in the catalog.

A student will meet the graduation requirements listed in the catalog in effect at the time of his/her initial enrollment, provided that no more than six years have elapsed between matriculation and graduation. A student who is required to repeat an academic year will meet the graduation requirements listed in the catalog for the repeated year.

Medical students who expect to graduate in May but have not yet completed all the requirements for the D.O. degree are expected to do so in a timely manner after the graduation date. These requirements include passage of COMLEX-USA Level 2CE and COMLEX-USA Level 2PE exams, submission of all clinical rotation evaluations and meeting any conditions to be removed from academic probation (if applicable). Students who have not completed all rotations, submitted all required evaluations, met all conditions for probation removal, or passed the required COMLEX-USA exams by September 1st following the May graduation date will be awarded their degree on the date that requirements are met. It is the responsibility of students who are completing make-up rotations, working with preceptors to obtain outstanding rotation evaluations, or studying for the COMLEX-USA exam to maintain communication with the Office of Clinical Education and the Registrar in the Office of Student Affairs regarding their progress toward completion of degree requirements. Students on academic probation should be in contact with Academic Affairs to be sure all conditions for removal of probation have been met. Students that are expected to complete all graduation requirements by October 31 may walk with their class in May. Students that are expected to finish all graduation requirements after October 31 will walk with the next graduating class the following May. At any time a student may be asked to meet with an administrator or the Academic Standards Committee if there is concern regarding the student's progression towards completing graduation requirements in a timely manner.

Withdrawal

Application for voluntary withdrawal from the College must be made in writing to the Senior Associate Dean for Academic Affairs. Except in rare circumstances, the application will be accompanied by a personal interview. Students should refer to the academic calendar when planning to withdraw from the College. The Registrar's Office can assist with determining what, if any, fees will be charged and grades assigned according to the academic calendar. If withdrawal is requested after the last day to drop a course with an automatic "W", the appropriate faculty member will assign a grade of "WP" or "WU" for each course in which the student is currently enrolled. Retroactive withdrawals and leaves of absences may be granted under certain circumstances at the discretion of the Dean and Provost of the College.

Leave of Absence

A student in good academic standing may request a leave of absence due to a medical or severe personal problem. Students requesting a leave of absence must apply to the Senior Associate Dean for Academic Affairs in writing. After consultation with the student, the Senior Associate Dean for Academic Affairs will decide whether or not the leave is to be granted and the conditions under which the student may return to school.