

**INSTITUTIONAL POLICY: E-14**

**CATEGORY:** Education

**SUBJECT:** Procedures for Promotion or Failure – Years 1 and 2

**EFFECTIVE DATE:** December 20, 1994

**LAST REVISION DATE:** March 22, 2006

---

**I. Promotion**

To be promoted from Year 1 to Year 2 or from Year 2 to Clinical Rotations, a student must pass all courses, systems and OSCEs presented during those respective years. For each portion of the curriculum, the student must demonstrate ethical, personal, and professional qualities deemed necessary for the continued successful study and practice of Osteopathic Medicine. Promotion to Clinical Rotations from Year 2 also requires compliance with Institutional Policy E - 23, Promotion Requirement National Board Examination - Passage of the COMLEX.

**II. Failure to Pass Courses and/or Systems**

A grade of less than 70% for any course or system in any portion of the academic program constitutes a failure. A student with a failure in a course or system will be placed on academic probation by the Vice President for Academic Affairs and Dean after being notified by the Registrar's Office and his/her academic record will be sent to the Student Promotions Committee at the appropriate time for review.

**A. YEAR 1**

A student must successfully remediate all failures in Year 1 before being promoted to Year 2 of the program.

As a consequence of WVSOM's commitment to medical education of the highest quality, student performance is closely monitored by the appropriate associate dean (SBL/PBL) on behalf of the Vice President for Academic Affairs and Dean. WVSOM believes that early identification of weak student performance offers an opportunity for the institution to intervene in a positive way to maximize the chances of student success in the program. For example, poorly-performing students may be counseled in the areas of weakness and/or aided in developing study and test-taking skills.

If a student fails a course, system or OSCE, the Student Promotions Committee will review the student's performance and make recommendations to the Vice President for Academic Affairs and Dean. These recommendations may include:

1. remediation;
2. repeating an entire year;
3. repeating a portion of the curriculum; or
4. dismissal.

In addition, the Student Promotions Committee may include other recommendations to improve the student's performance.

While the Student Promotions Committee must meet to discuss all Year 1 failures, the appropriate associate dean will make recommendations to the committee regarding the appropriate time that the student's performance should be reviewed.

## B. YEAR 2

A student must successfully remediate all failures in Year 2 before being promoted to Clinical Rotations.

While the Student Promotions Committee must meet to discuss all Year 2 failures, the appropriate associate dean will make recommendations to the committee regarding the appropriate time that the student's performance should be reviewed.

The Student Promotions Committee may recommend one or more of the following to the Vice President for Academic Affairs and Dean:

1. satisfactorily complete remedial work as defined by the course coordinator/system chair in the course/system in which a failure occurred; (a student may be allowed to remediate no more than one (1) system or one (1) course between Year 2 and Clinical Rotations (Institutional Policy E – 21);
2. repeat the entire Year 2 program; or
3. be dismissed from the institution.

## III. Failure to Pass an OSCE

Failure to pass an OSCE is addressed in Institutional Policy E-35.

## IV. Failure Due to Unprofessionalism

A student may fail a course, system or OSCE as a result of unprofessionalism. Refer to Institutional Policy ST- 13 – Student Professionalism.

If a student is remanded to the Student Promotions Committee due to a finding of unprofessionalism in a course, system or OSCE, the committee will review the case and make appropriate recommendations to the Vice President for Academic Affairs and Dean which may include:

1. repeating a portion of the curriculum,
2. repeating the entire year,
3. suspension, or
4. dismissal.

In addition, the Student Promotions Committee may include other recommendations to improve the student's behavior.