

INSTITUTIONAL POLICY: E-21**CATEGORY:** Education**SUBJECT:** Remediation**EFFECTIVE DATE:** February 1, 1990**LAST REVISION DATE:** September 16, 2006**E 21-1. Authority**

- 1.1 WV Code §18B-1-6
- 1.2 WV CSR §133-4

E 21-2. Purpose

Remediation is the process that occurs following the failure by a student in a given course, system and/or clinical rotation. The process of remediation is to assure that the core competencies in the respective core courses, systems, or clinical rotations have been met. The program for remediation is recommended and/or supervised by the faculty responsible for the course, system, or clinical rotation that was failed. The remediation plan, approved by the Curriculum Committee and/or the appropriate associate dean, will be included in detail within each course/system syllabus and in the Clinical Education manual.

E 21-3. First Year Failures

- 3.1 A student failing a course that requires off campus remediation will only be allowed to remediate that one course between the first and second years. A student failing a course requiring off campus remediation and any other course, will either be allowed to repeat the year or be dismissed from the institution (see Institutional Policy E-24 Dismissal).
- 3.2 A student failing course(s) that are remediated on campus may be allowed to remediate up to two courses or one course and one system between the first and second years. Students with more than two course failures or more than one course and one system failures will either be allowed to repeat the year or be dismissed from the institution (see Institutional Policy E-24 Dismissal).

E 21-4. Second Year Failures

A student may be allowed to remediate a maximum of one system or course before beginning the third year. Students with more than one system or course failure will either be allowed to repeat the year or be dismissed from the institution (see Institutional Policy E-24 Dismissal).

E 21-5. Clinical Rotation Failures

A student who fails any clinical rotation for credit may be allowed to remediate in an equivalent clinical rotation as assigned by the Associate Dean of Predoctoral Clinical Education. Such

remediation must be completed prior to beginning year 4 for year 3 failures and prior to graduation for a year 4 failure or as soon after a grade is submitted to the Registrar. Students with more than two clinical rotation failures will either be allowed to repeat the year or be dismissed from the institution (see Institutional Policy E-24 Dismissal).

E 21-6. Time Frame for Completion of Remedial Work

- 6.1 A student may not begin remediation until and unless he/she is granted written permission to do so by the Vice President for Academic Affairs and Dean and after payment of appropriate remediation fees. When the Vice President for Academic Affairs and Dean notifies the student that approval has been given to begin the remediation program, the Dean will notify the Registrar who will then contact the Vice President for Finance to invoice the student the appropriate remediation fee(s). The Vice President for Finance and Facilities will notify the Registrar when payment of the fee(s) has been received. No remediated grade shall be recorded by the Registrar until the appropriate fee(s) has been paid.
- 6.2 A student who is granted permission to take a remedial program outside of the institution must arrange for the official grade to be sent to the Registrar. This official grade must be received before the student may resume his/her academic instruction at WVSOM. The Registrar shall notify the Vice President for Academic Affairs and Dean of passage or failure of remediated courses.
- 6.3 Upon successful completion of the remediation, the Vice President for Academic Affairs and Dean shall notify the Registrar to remove the student from Academically-at-Risk Category 2 and notify the student of such.
- 6.4 If a student is required to remediate a course or system, the transcript will reflect the original grade and the remediated grade, and the average of both grades will be used to calculate the grade point average and class standing. The remediation process must be successfully completed with a passing grade of not less than 70%, or the equivalent at another institution (for each course/system remediated) prior to beginning the second academic year or prior to the student being permitted to sit for COMLEX Level I and beginning clinical rotations. If the remedial work is not successfully completed as agreed, the student's academic record will be remanded to the Student Promotions Committee for review and recommendation to the Vice President for Academic Affairs and Dean.
- 6.5 If a student is required to remediate a rotation, the transcript will reflect the original grade and the remediated grade, and the average of both grades will be used to calculate the grade point average and class standing. The remediation process must be successfully completed with a passing grade of not less than 70% for each rotation remediated prior to beginning year 4 rotations for year 3 rotations or prior to the student being permitted to sit for COMLEX Level II. If the remedial work is not successfully completed as agreed, the student's academic record will be remanded to the Student Promotions Committee for review and recommendation to the Vice President for Academic Affairs and Dean.