

Attachment 9.2.6



Proposed IllinoisCOM Student Promotion Retention and Graduation Policy

DOCUMENT TITLE:	Promotion, Retention and Graduation Policy
APPROVAL DATE:	TBD
NEW OR REVISION	New
EFFECTIVE DATE:	TBD
SCOPE/APPLICABILITY:	All students enrolled in the IllinoisCOM Doctor of Osteopathic Medicine program
RESPONSIBLE OFFICE:	Office of Academic Affairs
LAST AUDITED:	

PURPOSE

The purpose of this policy is to establish standards for evaluating academic performance, making promotion decisions, determining graduation eligibility, and outlining interventions for unsatisfactory academic progress in the IllinoisCOM Doctor of Osteopathic Medicine program.

DEFINITIONS

- **Academic Performance and Promotion Committee (APPC):** The committee responsible for overseeing the promotion of students through the Doctor of Osteopathic Medicine program.
- **ADP:** Academic Development Plan
- **COMAT:** Comprehensive Osteopathic Medical Achievement Test
- **COMSAE:** Comprehensive Osteopathic Medical Self-Assessment Examination
- **OSCE:** Objective Structured Clinical Examination
- **PAP:** Programmatic Academic Probation
- **COM-FC:** College of Osteopathic Medicine Faculty Council

POLICY

1. The Academic Performance and Promotion Committee (APPC) is responsible for reviewing students' academic performance, progression toward competence, recommending or approving Academic Development Plans (ADPs), and performing holistic reviews on referred students.
2. Students who fail to meet promotion or graduation criteria will be referred to the APPC for review and potential development of an ADP, remediation, repetition of an academic year, or dismissal from the program.
3. Promotion Criteria:



- OMSI to OMSII: Successful completion or remediation of all required OMSI coursework, professional good standing, and completion of all required administrative elements.
 - OMSII to OMSIII: Successful completion or remediation of all required OMSII coursework, passing COMLEX-USA Level 1, professional good standing, and completion of all required administrative elements.
 - OMSIII to OMSIV: Successful completion of all OMSIII clinical rotations and assessments, passing COMLEX-USA Level 2-CE, professional good standing, and completion of all required administrative elements.
4. Graduation:
- Successful completion of all required coursework, passing required national licensing exams, achieving passing standards on all assessments, maintaining professional and ethical good standing, completing all program requirements within six calendar years from matriculation, and completion of all required administrative elements.
5. Failure and Retention:
- Academic failure includes course/clerkship failure, failure of COMLEX-USA exams, and accumulation of three or more Incomplete Due to Assessment (I/A) grades.
 - Students with academic failures will be placed on Programmatic Academic Probation (PAP) and referred to the APPC ADP Sub-committee for an ADP.
 - Students may be required to repeat an academic year or be dismissed based on the number of academic failures and the outcome of the APPC review.
6. Repeated Academic Year (Program Remediation)
- IllinoisCOM reserves the right to approve a request or require students to repeat an academic year based on academic performance and outcomes of APPC hearings. A repeated attempt of an academic year is permitted or required under two circumstances:
 - Student submits a request and is approved for a temporary separation from the University.
 - Outcome of APPC hearing requires that the student repeat an academic year.
 - Students repeating an academic year may be required to repeat previously completed courses and must retake and pass all courses associated with the repeated program year, regardless of previous performance. All course enrollments and earned grades will remain on the student's transcript, with the most recent earned grade reflected in rank determination.
 - The requirement to repeat an academic year by the APPC does not lift the requirement that the student must graduate within 6 years from their initial day of matriculation into the IllinoisCOM.
7. Programmatic Academic Probation (PAP) is an official status issued by IllinoisCOM that indicates that the student is under the most sensitive academic monitoring with a prescribed Academic Development Plan (ADP). Students are placed on Programmatic Academic Probation for the following reasons: Failure of a course or clerkship Failure of a COMLEX-USA examination Accumulation of three or more Incomplete Due to Assessment (I/A) grades.
8. Failures accrue cumulatively over a student's academic career at IllinoisCOM. If the student has an academic failure(s) from a previous year, then the failures accrue in a cumulative manner.
9. Once a student is placed on PAP status, an additional failure or deficiency (PAP+X) will include and accrue as indicated below:
- Receiving an Incomplete Due to Assessment (I/A) grade for a new course or clerkship (+1)
 - Failing a course or clerkship (+1)



- Failing a remediation of a course or clerkship failure (+1)
- Failing a reassessment (+1)
- Failing to comply with an Academic Development Plan (ADP) (+1)
- Failing a COMLEX-USA exam or reassessment (+2)
- Failing a repeat of a course previously failed (applies to students repeating an academic year) (+2)

PROCEDURE

1. Students who fail to meet promotion or graduation criteria will be referred to the APPC for review.
2. The APPC will review the student's performance and determine appropriate interventions, which may include an ADP, remediation, repetition of an academic year, or dismissal from the program.
3. Students placed on PAP will be required to follow their ADP and may be subject to additional requirements or interventions as determined by the APPC.
4. Students who reach the PAP+2 status (three academic failures in a single academic year) or PAP+3/PAP+4 status (three or more academic failures over multiple academic years) will be presented to the APPC for formal review and consideration of dismissal.
5. Students approved for remediation will follow the established remediation procedures for their year of study.
6. Students required to repeat an academic year will be placed on academic suspension and re-enroll in the next academic year, retaking all courses associated with the repeated program year.
7. The Department of Academic Affairs will comprehensively review and present eligible students to the APPC for recommendation for graduation.
8. The recommendations of the APPC will be forwarded to the COM-FC for faculty review before final recommendations to the Dean for approval.

RESPONSIBLE PARTIES

- Sr. Associate Dean for Pre-Clinical Affairs
- Sr. Associate Dean for Clinical Affairs



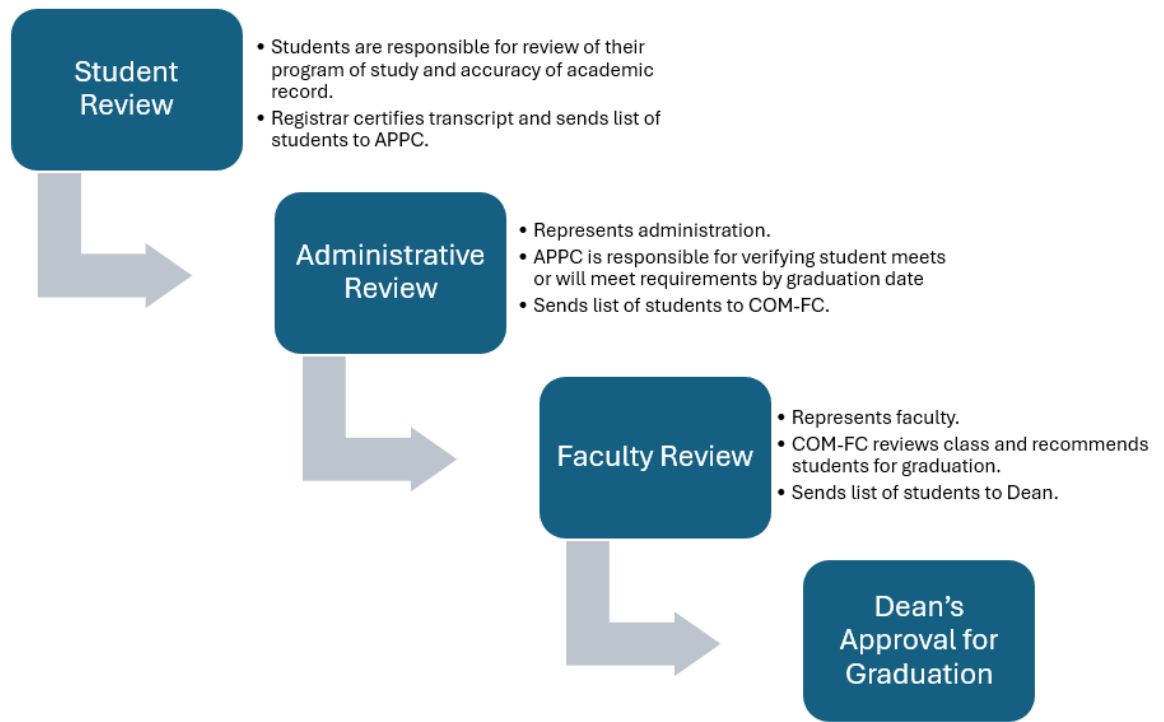


Figure 1. Recommendation for Graduation Process

