



California Health Sciences University

COLLEGE OF OSTEOPATHIC MEDICINE

COM SATISFACTORY ACADEMIC PROGRESS POLICY

I. Academic Standing and Academic Progress

Academic standing is defined as a student's status at any time within a semester or rotation of the CHSU curriculum. A student who is in good academic standing is one with a passing grade in all courses or clerkships at any given point in time.

This information may be used to determine eligibility for students to participate in some CHSU extra-curricular activities and organizations.

Academic progress in OMS-I and OMS-II of the curriculum requires passing of all courses in the semester, and any other requirements specified within the curriculum

Academic progress for students in OMS-III and OMS-IV of the curriculum includes successful completion of all clerkships, end of rotation exams and any other requirements specified within the curriculum.

II. STANDARD OF ACADEMIC PERFORMANCE

The academic year is divided into two academic terms, with the first (fall) term consisting of courses offered between July and December and the second (spring) term consisting of courses offered between January and May. The student's cumulative GPA will be calculated at the end of each academic term. For the first and second years, an academic term is equal to a semester. For the third and fourth years, an academic term is equal to a year.

A. Academic Monitoring

The academic monitoring and alert process is a referral system through which faculty identify students who are having or are at risk of having academic difficulty. It is the responsibility of the Office of Academic Affairs and Assessment or Dean's Designee to continuously monitor the performance of students in order to identify students who are struggling with their coursework. Those students who are well below the class average on any cumulative individual component in a course, or those that have a sudden or significant decline in their overall performance, will be referred for discussion at the StARC (Students at Risk Committee, to be discussed in a following section).



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B. Academic Risk

When a student is identified as being at risk and subsequently referred to StARC, the StARC chair, or designee, will notify the student's faculty advisor, who will meet with the student to address any issues or concerns the student is having. Depending on the specific situation, the at-risk student and the faculty advisor will develop academic support plans that may include required elements, such as, review sessions, tutoring services, or any of the available services at CHSU, which may include an Educational Skills Specialist and/or behavioral health professional. The faculty advisor will report to StARC a summary of the academic support plan developed.

C. Academic Probation

A student with a GPA less than 2.50, or who has failed two courses (with pending remediation) within the same academic year, will be placed on Academic Probation by the Associate Dean for Academic Affairs and Assessment and will be discussed at Students at Risk Committee (StARC). To be removed from Academic Probation the student must improve to a cumulative grade point average of at least 2.50, and successfully remediate all pending course remediations.

Students placed on academic probation will have their status monitored by a University faculty or staff member. In addition, students on academic probation must attend all classes. Academic probation may also include the suspension of the student's normal rights to participate in extracurricular, co-curricular, and other nonacademic activities, including but not limited to the student not being allowed to hold a leadership position in a student organization.

Typically, students who are placed on academic probation cannot fail any other course, section, clerkship, and/or national examination. The typical length of academic probation is one year, unless otherwise specified, from the time the student is formally notified of being placed on this status.

Academic probation status is not tied to a student's SAP, as defined by Title IV. It is wholly separate and unrelated to SAP.



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D. Academic Suspension

University Suspension is a forced, temporary leave from the university. Academic suspension is the result of poor academic performance or violation of academic regulations and is imposed by the Associate Dean for Academic Affairs and Assessment or the Dean.

Suspended students may not perform the following or related functions:

- Register for courses
- Attend classes
- Use campus facilities, including library and study rooms (without permission)
- Participate in student activities
- Be members of student organizations
- Participate in student employment

E. Class Auditing Regulations

Auditing of courses at CHSU is not allowed. Auditing courses while not being enrolled is not to be used as a means to remediate a course. The SPC will review the record of each student at the end of each year to evaluate and subsequently recommend those students to be promoted to the next year of study.

III. STUDENTS AT RISK COMMITTEE (StARC)

The StARC's purpose is to provide input on study strategies and programs for the COM students identified as being at academic risk. The StARC evaluates individual cases of students' declining academic performance or risks to the individual's expected academic performance. StARC shall recommend additional or alternate resources or student-specific curricular modification strategies. The membership and structure are defined in [COM Governing Statute 3.](#)

A. Course / Clerkship Remediation

Remediation is a phase which is a result of a course failure and potential approval for re-evaluation. Remediation may include any test or performance to re-assess some or all of the learning outcomes and materials presented during a course / clerkship as determined by the Course Director or Dean's Designee, in conjunction with the Office of Academic Affairs and



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Assessment. Required student Remediation Plans may consist of, but is not limited to, self-study, tutoring, and meetings with the learning specialists and/or course instructor(s) as determined by the Year-Specific SPC Sub-Committee Chair or Dean's Designee. Course remediations will only take place during the specified times allocated during the academic calendar. The duration, content, and scoring of the Remediation Exam are determined by the respective Course Directors working with the Year-specific SPC Sub-Committee Chair or Dean's Designee for maintaining consistency of the process across the board. Remediation Exams are not subject to appeal. Satisfactory completion of the Remediation Exam will be determined by a score of at least 70 percent.

The satisfactory remediation will be reported to the Registrar as a grade of C (RC) and is used in the calculation of the student's cumulative GPA. If the student does not satisfactorily complete the remediation, they are referred to the Student Progress Committee (SPC). The full SPC process is described in the SPC policy.

B. Course / Clerkship Repeats

A student who remediates a course and does not pass, a grade of RF for letter graded courses or a grade of NP for pass/non-pass graded courses/clerkships will be recorded on the official transcript. The student will be required to repeat the failed course/clerkship.

If a student is required to repeat a course/clerkship, the grades for both the original and repeated course/clerkship will be recorded on the official transcript. Only the most recent attempt is counted in the cumulative GPA and toward degree completion requirements. A minimum of 70% must be earned to pass and satisfactorily meet the standards of satisfactory academic progress.

Should a student fail to academically progress while enrolled in the medical school, and based on the totality of the student's academic performance while enrolled, the Student Progress Committee (SPC) may recommend that a student repeat an academic year in order to establish a firm foundation to assist the student in their studies of the previously taken subjects.

Students approved for readmission after a period of suspension, or an approved leave of absence may also be required to repeat previously taken courses.



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Students will be charged tuition for any such repeated year of enrollment. Students are advised to contact the Financial Aid Office to determine if they are eligible to receive financial aid for any repeated year of enrollment.

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