

5. Failure to pass COMLEX Levels 1 in three attempts, failure to pass COMLEX Level 2-CE in three attempts or failure to pass COMLEX Level 2-PE in two attempts.
6. Failure to complete all academic requirements within five years of matriculation.

Grade Assessments for Reinstated Students

Reinstated students are held accountable to all previously earned grades and they remain part of the permanent student record. If, upon returning, a student is required to retake a previously failed section, the retake will replace the entire remediation process for that section and will supersede the remediation process described for academic failures of continuously matriculated students. If the returning student fails the section a second time, the consequences will be identical to those described for failing the remediation process for a continuously matriculated student.

Academic Standing/Status

A student is considered in good academic standing if they achieve a passing grade in a minimum of six of eight sections in year one and five of seven sections in year two, passed the cumulative examination, earn a cumulative grade point average of 2.0 or better at the conclusion of each academic year, plus complete all other academic requirements necessary for promotion (e.g., Score 1 participation, early clinical experience, autopsy experience, and electives).

For years three and four, students must satisfactorily complete all required core clerkships and approved clinical experiences. Incomplete grades cannot be counted toward these requirements.

The Promotion and Graduation Committee and/or the Provost and Dean of the College of Osteopathic Medicine may recommend a change in student status even though a student's grade point average is 2.0 or higher. A student on conditional or stipulated academic standing/status may be precluded from active participation in university sponsored extracurricular events.

Conditional Status is a designation for students who have failed one or more courses or sections (and do not qualify for dismissal) or a clinical clerkship and have yet to complete remediation. Conditional Status students are allowed to continue in the academic program until such time as remediation is satisfactorily completed per the University's remediation policy. Once remediation successfully occurs, the student is removed from conditional status. Conditional Status students are considered to be making satisfactory academic progress in the University's academic programs.

Conditional Status students may be required to participate in special services offered by the University, including but not limited to: programs on tutoring, counseling, mentoring, examinations of standardized patients and study skills classes. Conditional Status students are restricted from taking COMLEX or USMLE examinations until they have successfully completed KCUMB's COM curricular prerequisites.

Stipulated Status is a designation applied to students with restrictions imposed either by administrative directive or by the Promotion and Graduation Committee. The stipulations applied to the student determine whether or not the student is considered progressing satisfactorily in the academic program. Stipulated Status shall continue for

the period specified by the order and will outline the conditions to be met. An administrative directive is required to release a student from stipulated status.

Clinical Clerkships Policy

If a student fails one clinical clerkship, the Office of Community Clinical Education will schedule a remediation block in the same discipline. The student will be immediately placed on conditional status until the failure is successfully remediated. If a student fails more than one clinical clerkship, he/she will be dismissed.

If a student requires remediation, the remediation clerkship(s) will take place at a clinical site and with clinicians determined by the University. The remediation schedule may partially or completely alter the content and location of the student's clinical clerkships and may delay graduation or the fulfillment of University academic and professional requirements. If the student fails a remediation clerkship he/she will be dismissed from the University.

Written Complaints Against a Student on Clinical Clerkships

If an attending physician, director of medical education, clinical staff member, patient or other relevant party files a written complaint against a student with the University, the Provost and Dean of the College of Osteopathic Medicine may immediately suspend the student pending investigation.

Dismissal and Checkout of Students

The University reserves the right, at its sole discretion, to dismiss any student at any time prior to graduation, in the event of a breach of the Professional Code of Conduct, any policy or directive set forth in the *Catalog* or *Student Handbook*, or failure to satisfy any requirement for graduation; provide, however, that all procedures for review or action be adhered to.

It is imperative that any student who leaves the University (becomes a non-student), for any reason, complete the University's checkout procedure. Failure to complete this checkout procedure will cause the University to withhold all records pertaining to the student's attendance. The checkout procedure is as follows:

1. If the student is withdrawing, he/she must present the Provost and Dean of the College of Osteopathic Medicine (COM students) or Dean of the College of Biosciences (COB students) with a letter of withdrawal, or if he/she is requesting a leave of absence, he/she must present the Registrar with an approved request signed by the Provost and Dean of the College of Osteopathic Medicine (COM students) or Dean of the College of Biosciences (COB students);
2. If the student is being dismissed, the Provost and Dean of the College of Osteopathic Medicine (COM students) or Dean of the College of Biosciences (COB students) will inform the Registrar of the dismissal as soon as possible and communicate with the student who is being dismissed that checkout is in order;
3. Before leaving campus, the student must secure a checkout form from the Office of the Registrar and undergo an exit interview with: