Probation

1. Purpose

This policy establishes the parameters regarding academic and non-academic probation.

2. Applicability

Applies to all Whiddon College of Medicine (Whiddon COM) enrolled and leave-of-absence M.D. degree-seeking students.

3. Definitions

Academic probation: A status assigned to a student by the Student Promotions and Evaluations Committee (SPEC) when there is a failure to meet minimum academic requirements established for each academic phase.

Non-academic probation: A status assigned to a student by the SPEC when they determine that the student has a breach in professional behavior/conduct.

Remediation: Repeating academic work or modifying professional behaviors in order to meet minimum academic or professional standards.

4. Policy Guidelines

Probation is a status assigned to a USA Whiddon College of Medicine (Whiddon COM) student by the SPEC when the student fails to meet the minimum academic or non-academic requirements of a COM student as delineated in the Whiddon College of Medicine Student Handbook. Probation is effective for a defined period of time as assigned by the SPEC. A student can be placed on probation for deficiencies in either academic performance or professional behaviors. The start date, reason for, and end date of a probation period are noted in the student's permanent file housed in the Whiddon COM Registrar's Office. Probationary periods are also disclosed on the medical student performance evaluation completed during the M4 year.

4.1 Academic Probation

A student is placed on academic probation in the following scenarios:

1. a. **Failure to remediate a deficient course grade of F within the timeframe stipulated.**
   b. **Failure to remediate any temporary grades earned in a given academic year within the timeframe stipulated.**
   c. **Failure to remediate any temporary grade resulting in a repeat of M3 clinical time.**
   d. **Requirement by the Student Promotions and Evaluation Committee (SPEC) to repeat an academic year.**

4.2 Non-Academic Probation

Placing a student on non-academic probation is a decision rendered by the SPEC, which may result from reports through the Physicianship Early Concern note mechanism, an honor code violation, or unprofessional actions communicated to Whiddon COM leadership by faculty, staff, fellow student, or by public disclosure.

5. Procedures

The guidelines below outline the procedures for placement on academic and non-academic probation, as well as the criteria for removal from such statuses. Moreover, this section reviews the restrictions a student placed on probation may incur.

5.1 Placement On Academic Probation

Students for whom academic probation is a consideration have the opportunity to appear before the SPEC, following the related procedures as outlined in the Whiddon COM Student Handbook. If the SPEC renders a decision involving probation, the student is thereafter notified of the dates of the probationary period via a letter emailed to the student's University-issued JagMail account. If while on academic probation, a student is unsuccessful academically in any course which results in a deficient, temporary, or F grade being assigned, or the student has breaches in professionalism, the student will be referred to the SPEC with potential outcomes including dismissal from the Whiddon College of Medicine.

5.2 Placement On Non-Academic Probation

Students for whom non-academic probation is a consideration have the opportunity to appear before the SPEC, following the related procedures as outlined in the Whiddon COM Student Handbook. Following the decision of the SPEC, written notification of non-academic probationary status, which may include guidelines of professional behavior being monitored and the length of probationary period, will be sent to the student via their University-issued JagMail account. The SPEC may ask the student to sign a professionalism contract documenting the student's understanding of the behaviors to be monitored. Violation of the contract could lead to further consequences, including but not limited to the possibility of recommendation for dismissal from the Whiddon College of Medicine.

5.3 Removal From Academic Probation

A student will be notified that an academic probationary status is removed if the following criteria are met:

- **The failed course(s) or deficient grade(s) are successfully remediated with a recorded grade of P or UP during the specified timeframe. Specific to the preclinical phases:**

1. a.
    1. **Remediation must occur upon completion of the academic year during which the failure or the deficiencies were earned.**
    2. **Remediation of M2 coursework must be successfully completed prior to taking the USMLE Step 1 licensure examination.**
    3. **If the student repeats the year due to lack of success in graded work in more than one module/course, the student is removed from academic probation when the module(s)/course(s) which triggered the academic probation are successfully completed with a pass.**

5.4 Removal From Non-Academic Probation

A student is removed from non-academic probation when the student has fulfilled the obligations noted by the SPEC as outlined in the original decision letter or professionalism contract.

5.5 Restrictions During Remediation

Academic remediation resulting in a passing grade is required for successful promotion into the next year of studies for the student. Since the student's success in the core curriculum should take precedence over participation in any other program or activity, the student who is remediating is advised against participating in Whiddon COM summer research programs, being employed by the Whiddon COM, or participating in external activities. Failure to successfully remediate in the designated timeframe will result in a referral to the SPEC for evaluation of the student's academic record, placement on academic probation, and potential of repeating the academic year.

If a student is remediating any coursework and is also choosing to participate in employment outside of the Whiddon COM, the student can meet with the Associate Deans/Assistant Deans for Student Affairs and/or Medical Education prior to beginning the employment for guidance on planning and to ensure that the student is aware of the responsibilities of remediation and the potential outcomes for lack of success.

6. Enforcement

Students who are noncompliant with this policy are referred to the SPEC.

Medical Student Probation Policy