

Departmental Policy

PROMOTION AND GRADUATION

<p>Classification Operations</p> <hr/> <p>Approval Authority Associate Dean, UME</p> <hr/> <p>Implementation Authority Manager, Curriculum & Administration</p> <hr/> <p>Effective Date November 12, 2014</p> <hr/> <p>Latest Revision November 12, 2014</p>	<p>Table of Contents</p> <p>Purpose 1</p> <p>Scope 2</p> <p>Definitions 3</p> <p>Policy Statement 4</p> <p>Special Situations 5</p> <p>Responsibilities 6</p> <p>Appendices 7</p> <p>Procedures 8</p> <p>Instructions/Forms 9</p> <p>Standards 10</p> <p>Parent Policy 11</p> <p>Related Policies 12</p> <p>Related Information 13</p> <p>References 14</p> <p>History 15</p>
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- Purpose** 1 Create an UME policy regarding the standards for promotion and graduation.
- Scope** 2 This policy applies to third-year medical students (clerks) upon completion the MD Program.
- Definitions** 3 In this policy:
- a. UME means the Undergraduate Medical Education program with the University of Calgary, Cumming School of Medicine.
 - b. MD – Medical 3-year program.
 - c. Approval Authority means the office or officer responsible for approving Undergraduate Medical Education policy and procedures.
 - d. Implementing Authority means the office and officer responsible for implementing Undergraduate Medical Education policies and procedures.
 - e. Clerks are third-year medical students.
 - f. Student Academic Review Committee (SARC).
- Policy Statement** 4 **PROMOTION:** As per the Student Academic Review Committee (SARC) Terms of Reference – the Committee will promote those students who are satisfactory in all phases of the evaluation process at the end of the first and second years, and will approve graduation of students who have satisfactorily completed the clinical clerkship.
- GRADUATION:** Students must have successfully completed all required components of the MD program in order to graduate. Students will not be allowed to graduate without satisfactory remediation of any failed course. SARC will establish appropriate remediation requirements that must be fulfilled in order

for students to obtain the standing of satisfactory performance. These remediation requirements may include repeating one or more rotations, one or more entire courses, or the entire year.

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UME will ensure adherence to this policy

This policy is monitored by the Assistant Dean – Clerkship and the Clerkship Program Supervisor.

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History	15	<i>Approved:</i>	Dr. Sylvain Coderre, Associate Dean UME Management
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SARC TOR Approved by Faculty Council December 10, 2014

Effective: **December 10, 2014**