

**Student - Policy on Grading in the Phase 1
Pre-clinical Years**



Policy Number: 301.1022.101

Policy Revision Date: 5-25-2021

Policy Category: Academic

Policy Owner: Vice Dean for Medical Education

**Policy Audience: Students, Faculty and
Administration**

1. Definitions:

Incomplete Grade: An Incomplete Grade is a temporary grade, recorded by the Course Director when the student must complete a finite amount of work to satisfy the course learning objectives without re-enrolling in the course. A grade of Incomplete may be recorded on a student's transcript in the following circumstances: an examination delay or failure to meet goals and objectives of the course with an approved absence. Grades of Incomplete may be made up with the permission of the Committee on Academic and Professional Standards (CAPS).

Marginal Pass: A block and/or course grade between 70% and 75%.

2. Medical Curriculum Committee Review:

May 25, 2021

3. Introduction / Purpose:

Grading in Phase 1, the Pre-clerkship, uses the grades of Pass and Fail.

Students must pass each component of a course as defined in the course syllabus in order to pass the course. A grade of incomplete or Fail must be resolved or remediated respectively according to the Policy on Academic and Professional Standards Governing the MD Program and Remediation Policy.

1. All students must attend and participate in activities where they contribute to the learning of others. Some other course activities also include mandatory attendance. Course directors will communicate required assignments/ components in the syllabus which includes information on mandatory attendance (see Attendance Policy) Course Directors will communicate attendance requirements in the syllabus.
2. The course syllabus will indicate policies regarding completing of course assignments, including the matter of whether or not collaborating and communicating with classmates in the completion of an assignment is expected, recommended, optional, or forbidden.

4. Governance and Enforcement:

Vice Dean for Medical Education

5. Policy:

Grades in all Phase 1 Pre-clerkship courses are based on the following numerical scale (there is no rounding).

PASS COURSE (all conditions must be met)

1. $\geq 70\%$ Overall Course Grade.
2. Block Exams Average $\geq 70\%$.
3. Satisfactory completion of required assignments/course components.

INCOMPLETE

1. An examination delay or failure to meet goals and objectives of the course requirements (all course components/assignments) with an approved absence.

FAIL COURSE

1. $< 70\%$ Overall Course Grade
2. Block Exams Average $< 70\%$.
3. Unsatisfactory completion of required course components/assignments
4. Failure to meet the terms of the incomplete contract

Required Course Assignments/Components:

Students must pass each required assignment/component that is defined in the course syllabus in order to pass the course.

Incomplete Grades

An Incomplete is a temporary grade, recorded by the Course Director when the student must complete a finite amount of work in order to satisfy the learning objectives without re-enrolling in the course. Grades of Incomplete may be made up with the permission of the Committee on Academic and Professional Standards (CAPS).

A grade of Incomplete may be recorded on a student's transcript in the following circumstances:

1. An examination delay
2. Failure to meet goals and objectives of the course with approved absence.

The Course Director will specify a deadline for the student to address the Incomplete not to exceed one calendar year from the end date of the original course/rotation and will enter alternate grade if the grade of Incomplete has not been addressed by the stated deadline. In the absence of an alternate deadline, as established by the Director, and in the absence of a final grade, all grades of Incomplete will be automatically updated to a final grade of Fail effective one year from date the grade of Incomplete was originally posted to the student electronic records system.

Marginal Pass

Students that receive a final block and/or course grade between 70% and 75% will receive notice that their grade is considered a Marginal Pass by GCSOM. The Marginal Pass grade is a formative grade that does not appear on the official GCSOM transcript but is recorded in the student's GCSOM file and is reviewed by CAPS in its evaluation of student progress.

Pre-clerkship Post-exam Review and Re-grading of Exams:

Each secure examination in the pre-clerkship curriculum will be subjected to a post-exam item performance analysis. Statistical and fairness analyses may result in removal of invalid items from the exam with subsequent re-scoring.

Grade Appeal

The process for appealing a grade is specified in the Student Grievance Regarding Grades Policy.

6. Key Stakeholders:

Students, Faculty and Administration