
POLICY NAME: Review of a Course or Clerkship Grade

Responsible Party: Office of Medical Education

Applies To CMED: Faculty Students Residents Staff Administration

Approval Date: 11/6/2019 Curriculum Committee

Policy Procedure

PURPOSE:

The purpose of this policy is to address the circumstances under which a student may challenge a final course or clerkship grade.

POLICY:

Students have the right to request the review of a final course or clerkship grade.

The student must appeal in writing to the course or clerkship director within two (2) business days of the posting of the grade. The written appeal will specify the grounds on which the student feels the current grade is incorrect. After consideration, the course or clerkship director will issue a written decision to the student and notify the Office of Medical Education. A student not satisfied with this decision has the right to submit a written appeal to the Associate Dean, Clinical Education (M3-4) or the Assistant Dean for Foundational Sciences (M1-2). These individuals have the right to amend the decision of the course or clerkship director, and that decision shall be final and binding.

Students are not permitted to challenge a remediation grade. Failure of a remediation exam will result in the failure of a course/clerkship. Any further action will be considered by the SPCC.

Detailed procedures are outlined in the student handbook.

RELATED POLICIES:

[Assessment Monitoring Years 1-4](#)

[Formative Assessment and Feedback](#)

[Scheduling of Assessments and Examinations in Years 1 and 2](#)

[Timing of Course Grades](#)

The College of Medicine reserves the right to make exceptions, modify or eliminate this policy and or its content. This document supersedes all previous policies, procedures or guidelines relative to this subject.

Policy History	
11/6/2019	Revised and approved by Curriculum Committee
05/23/2018	Revised and approved by Curriculum Committee
11/16/2016	Revised and approved by Curriculum Committee
1/29/2016	Revised and approved by Curriculum Committee
8/1/2013	Initial approval by Curriculum Committee