APPLIES TO: Students and Faculty

BACKGROUND: The CMU Graduate School establishes academic standards that must be met for all graduate students. These standards are outlined in the Degree Requirements within the CMU Graduate Bulletin. The CMU PA Program establishes academic standards that must be met for matriculation in the program and for program completion. There are course-specific academic standards and program standards. Academic standards are outlined in individual course syllabi, the PA Program Student Policy for Academic Standards and Progression-Completion Policy, and the PA Program Didactic year Academic Policy.

PURPOSE: The PA Program monitors students' academic progress within the program to provide academic assistance when needed and provide support needed for students identified as "at risk." Students are identified as requiring academic review/assistance based on performance outlined below:

POLICY: Students are identified as "at risk", requiring academic review/assistance, based on performance outlined below:

1. Students with an academic performance below the university, program, or course requirement require academic review.
2. Students who do not (a) complete one or more of the Competency Assessment Passports, (b) meet with their advisor regularly (as outlined in Academic Advising Policy) to monitor progress toward achieving program competency, or (c) successfully pass a targeted intervention/remediation or a competency or course, require an academic review.
3. Students who have a cumulative GPA ≤ 3.20 after their second semester.

PROCEDURE:

1. The Director of Didactic Education (DDE), in collaboration with the Program Data Coordinator, will ensure that all didactic course grades, including mid-term and final exam grade scores as well as other pertinent course assessments, are added to the PA Program Grades and Competency Spreadsheet throughout the academic semester and year. Instructors of Record in all didactic courses must ensure that grades are accessible to the Data Coordinator and DDE so that student grades are updated completely at appropriate intervals. This will be accomplished preferably through access to the Learning Management System (Blackboard Course Shell).
2. The Director of Clinical Education (DCE), in collaboration with the Program Data Coordinator, will ensure that all clinical year course grades, including end of rotation exam outcomes, preceptor evaluations and other clinical year assignments are added to the PA Program Grades and Competency Spreadsheet throughout the academic semester and year. This will be accomplished preferably through access to the Learning Management System (Blackboard Course Shell).
3. All faculty advisors will have access to the PA Program Grades and Competency Spreadsheet so that ongoing monitoring of student progress can be reviewed to ensure students are meeting appropriate milestones towards achieving competency and graduation. Additionally, faculty advisors must update the PA Program Grades and Competency Spreadsheet after review of the Competency Passport each semester. This entry should include any competencies that required intervention or remediation as a result of not meeting the program benchmark.

4. All remediation interventions in any PA course must be documented in Typhon, as well as, the PA Grades and Competency Spreadsheet by the responsible course instructor (typically the instructor of record). This documentation should be completed within a timely manner (within 1 week of completion) with the outcomes of the remediation recorded as well (successful completion, unsuccessful completion, etc.).

5. Students identified as "at risk" during the didactic phase will be referred for additional interventions such as: required study halls, faculty advising sessions, and required exam review for all didactic exams as outlined in the Didactic Year Academic Policy. Enhanced study assignments will also be provided during PHA 690 to ensure a smooth transition to the clinical curriculum.

Approved by Faculty Committee August 6th, 2025

Kathleen Flannery PA-C   8/6/2025

Signature   *Date*

Kathleen Flannery, PA-C

CMU PA Program Director