KPGU

ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

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Policy Title: USMLE Policy

USMLE Eligibility & Registration Requirements for Class of 2029 and Subsequent Years

1. Purpose

While the Comprehensive Osteopathic Medical Licensing Examination (COMLEX-USA) sequence is the mandatory licensure pathway required for graduation from the Orlando College of Osteopathic Medicine (OCOM), the College recognizes that some students may elect to take the United States Medical Licensing Examination (USMLE) Step 1 and/or Step 2 CK to support their individual residency application goals.

Because OCOM must certify student eligibility to the National Board of Medical Examiners (NBME) prior to a student sitting for these examinations, this policy establishes the uniform standard academic and administrative benchmarks required for institutional endorsement.

2. Scope

This policy governs institutional approval, registration, and certification for any actively enrolled OCOM student seeking to sit for:

- **USMLE Step 1**
- **USMLE Step 2 Clinical Knowledge (CK)**

3. Eligibility Criteria

To receive official institutional certification from OCOM to register for and sit for either

USMLE Step 1 or Step 2 CK, the student must independently satisfy all of the following criteria:

A. Academic and Professional Good Standing

The student must be explicitly designated as a "Student in Good Standing" by the Registrar at the time of the request and on the scheduled date of the examination. Good standing dictates that the student:

- Is not currently on Academic Probation or under disciplinary suspension.
- Has no outstanding, un-remediated course failures or incomplete grades.
- Is in compliance with all OCOM professional conduct standards and financial obligations.

B. Objective USMLE Readiness Benchmark

The student must demonstrate readiness for the applicable USMLE examination through an OCOM-approved, institutionally purchased NBME comprehensive examination.

For USMLE Step 1 eligibility, students must complete the NBME Comprehensive Basic Science Examination (CBSE), or another institutionally administered examination designated by OCOM, at the student's own expense. Students will be billed directly upon request.

The student must achieve the required minimum readiness benchmark established by OCOM.

-Objective Readiness Benchmark for CBSE

- **Required Score:** The student must achieve an **Equated Percent Correct (EPC) of greater than 70%**.
- **Validity Window:** The qualifying practice NBME score report must be dated within forty five (45) calendar days prior to the student's requested USMLE testing window.

For USMLE Step 2 CK eligibility, students must complete the NBME Comprehensive Clinical Science Examination (CCSE), or another institutionally administered examination designated by OCOM, at the student's own expense. Students will be billed directly upon request.

The student must achieve the required minimum readiness benchmark established by OCOM.

-Objective Readiness Benchmark for CCSE

- **Required Score:** The student must achieve a 240 or higher
- **Validity Window:** The qualifying practice NBME score report must be dated within forty five (45) calendar days prior to the student's requested USMLE testing window.

OCOM may periodically review and revise the required readiness benchmark based upon current NBME performance standards, national examination data, institutional outcomes, and other relevant evidence.

C. Proctored Testing Requirement

The qualifying NBME examination must be administered through OCOM or another OCOM-approved institutional testing arrangement under secure, proctored testing conditions.

The examination must be completed:

- Under direct or otherwise NBME-authorized proctoring;
- Under standard testing conditions and timing, except when modified pursuant to formally approved testing accommodations;
- In accordance with all NBME and OCOM examination security requirements; and
- Without access to unauthorized materials, resources, electronic devices, applications, websites, or assistance.

Student-purchased or independently completed NBME self-assessments, including examinations completed remotely or without OCOM-approved proctoring, will not satisfy the institutional readiness requirement for USMLE certification.

D. Validity of Readiness Assessment

The qualifying institutional NBME examination must be completed within the timeframe established by OCOM prior to the student's requested USMLE testing window.

OCOM may require a student to complete an additional readiness assessment when

the qualifying score is no longer considered sufficiently current or when subsequent academic performance raises concerns regarding continued readiness.

E. COMLEX-USA Readiness and Priority

Because COMLEX-USA is the required examination sequence for OCOM students, eligibility for USMLE certification is contingent upon the student's continued satisfactory progress toward meeting OCOM's COMLEX-USA requirements.

OCOM may defer or withhold institutional certification for USMLE when the student's academic performance, board-readiness assessments, progression status, or other relevant information indicates that preparation for or participation in the USMLE examination could adversely affect successful completion of the required COMLEX-USA pathway.

Meeting the minimum USMLE readiness benchmark does not, by itself, guarantee institutional certification if the student is not otherwise demonstrating satisfactory academic progression or COMLEX-USA readiness.

4. Institutional Certification Process

Step 1: Student Request

The student submits a request to the appropriate OCOM academic office for authorization to pursue USMLE Step 1 or Step 2 CK.

Step 2: Verification of Good Standing and COMLEX-USA Progress

The Office of Preclinical Education for Step 1 or the Office of Clinical Education for Step 2 CK, in coordination with the Registrar and other institutional offices as appropriate, will verify that the student:

- Meets OCOM's academic and professional good-standing requirements; and
- Is demonstrating satisfactory progress toward applicable COMLEX-USA readiness and progression requirements.

Students who do not satisfy these requirements will not proceed to the institutional NBME readiness examination.

Step 3: Authorization of Institutional NBME Examination

Once eligibility has been verified, OCOM will authorize the student to complete the applicable institutional NBME examination:

- CBSE for USMLE Step 1, or
- CCSE for USMLE Step 2 CK.

The examination will be ordered by OCOM for administration through an NBME-authorized Prometric testing center when OCOM proctoring is not offered.

The student is responsible for all applicable costs associated with the examination.

Step 4: Student Scheduling and Prometric Administration

After receiving the applicable NBME scheduling permit, the student is responsible for scheduling and completing the CBSE or CCSE at a Prometric testing center within the testing window authorized by OCOM.

Examinations completed outside the OCOM-authorized institutional administration will not satisfy the readiness requirement.

Step 5: Verification of Readiness

OCOM will review the official institutional NBME results and determine whether the student has achieved the applicable USMLE readiness benchmark.

Student-submitted score reports alone will not constitute official verification.

Step 6: Institutional Certification

Upon verification that all requirements have been satisfied, the Dean or designated institutional official may certify the student's eligibility for the applicable USMLE examination.

Step 7: USMLE Scheduling

Following institutional certification and issuance of the applicable USMLE scheduling permit, the student is responsible for scheduling and completing USMLE Step 1 or Step 2 CK at an authorized Prometric testing center within the student's approved eligibility

period.

Institutional certification confirms that the student satisfied OCOM's requirements at the time of certification. It does not guarantee successful performance on the USMLE examination.

5. Failure to Meet Thresholds
Students who do not achieve the required readiness benchmark will not receive institutional certification to sit for the applicable USMLE examination at that time.

Students are responsible for any costs associated with USMLE examinations.

6. Institutional Authority

OCOM reserves the authority to establish reasonable procedures, testing dates, readiness benchmarks, and administrative requirements necessary to implement this policy and to promote student success on required licensure examinations.

Nothing in this policy creates an entitlement to institutional certification for an optional USMLE examination.

This policy shall be posted at ocom.org/policies.