



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



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

USMLE Step 1 or Step 2 CK, the student must independently satisfy **both** 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 Readiness Benchmark (Practice NBME)

The student must present documented, verifiable evidence of a passing threshold on an official practice examination administered by the National Board of Medical Examiners (NBME).

- **Required Score:** The student must achieve an **Equated Percent Correct (EPC) of greater than 75%**.
- **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.
- **Proctoring / Sourcing:** The score report must originate from independently purchased (at the student's expense), official NBME Self-Assessment (e.g., Comprehensive Basic Science Self-Assessment [CBSSA] or Clinical Science Self-Assessment [CCSSA]).

4. Step-by-Step Approval Process

Students must systematically navigate the following procedural steps to secure institutional certification:

1.Complete Online Registration Form: Initiation.

The student must complete their section of the USMLE application via the NBME/ECFMG online portal and select the Orlando College of Osteopathic Medicine as



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

their medical school.

2.Submit Academic Documentation: Verification Phase.

The student must submit the official PDF score report of the qualifying practice NBME showing an EPC greater than 75% to the Office of Preclinical (Step 1) or Clinical Education (Step 2) as applicable.

3.Institutional Review: Internal Auditing.

The Office of Pre-Clinical Education (Step 1) or the Office of Clinical Education (Step 2 CK), in coordination with the Registrar, will verify that the student is in good standing and that the submitted NBME score report satisfies the testing validity window and score criteria.

4.Electronic Portal Sign-Off: Final Endorsement.

Upon successful validation, the Dean (or designated institutional official) will electronically sign off on the student's eligibility within the NBME medical school portal, clearing the student to schedule their test date at a Prometric center.

5. Failure to Meet Thresholds & Re-application

Students who submit a request with a practice NBME score of 75% or less will not receive institutional endorsement.

- **COMLEX Priority:** OCOM reserves the right to withhold USMLE approval if a student's performance indicates that attempting a concurrent board sequence threatens their mandatory COMLEX-USA outcomes.

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