



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

Orlando College of Osteopathic Medicine

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Policy Title: Academic Standing and Progress Policy

Purpose

The purpose of this policy is to:

1. Set the terms, definition, parameters and guidelines to determine the academic standing of an OCOM student at a particular stage of their curricular timeline;
2. identify students' acceptable progression across the curricular timeline based on their overall performance in the curriculum and other qualitative requirements;
3. identify eligibility for extracurricular activities; and
4. identify at-risk students for providing additional help.

Scope

The Student Progress and Promotions Committee (SPPC) reviews the academic record of any OCOM student who has failed any required element for graduation: a course/rotation/clerkship, a national board examination, a qualifying examination to take a national board exam, and/or any student who has failed to show adequate academic progress in his/her path of study. The SPPC also evaluates individual cases of a student's lapses in professionalism.

This policy applies to all matriculants at OCOM to identify their academic standing for determining successful progression through the curricular timeline. This policy also allows for select students facing challenges in achieving the curricular goals with subsequent outcomes. Failure to attain the milestones as per set criteria for academic progression will result in placement in various categories with different action plans including:



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

1. Appearing before the Student Progress and Promotions Committee (SPPC) which may impose sanctions;
2. Restrictions from engaging in extracurricular activities that may be placed as per predetermined criteria; and
3. Consecutive failure in achieving the curricular milestones may result in temporary or permanent separation from OCOM as per the policy guidelines.

Statement

Academic Standing and Academic Progress

Academic standing is defined as a student's status at any time within a semester or clerkship/rotation of the OCOM curriculum. To be in good academic standing, a student must achieve passing scores in all courses, clerkships, qualifying exams, and COMLEX-USA (Levels 1 & 2) exams at any given point in time.

OCOM operates on a pass/fail grading system for years 1 and 2 and an honors/pass/fail grading system for years 3 and 4. The passing percentage is 70% and above. Although the grading system is pass/fail, exam scores are used to determine the pass/fail grade. Class rank will not be published, but quartiles may be included in the Dean's Letter (MSPE).

Students may be given the opportunity to remediate courses where the student's grade falls below 70%. This will be determined by the SPPC.

Students who do not successfully complete or remediate courses are assigned an F or failing grade. All courses have a pass (P) or fail (F) designation in all years and an additional honors (H) designation in Years 3 and 4. All clinical clerkships are graded on an honors (H), pass (P), and fail (F) grading system. OCOM uses a standard set of definitions for each grade. Criteria for each grade are OCOM's prerogative; a standard numerical system is not used for pass/fail courses, however standard numerical scores are used to determine whether a student has achieved a pass or fail grade in a course.

Academic standing will be used to determine students' eligibility to participate in extracurricular activities, which includes attendance at conferences, and/or local, regional, or national meetings of organizations, and non-curricular research, and holding leadership positions in National, Regional and OCOM organizations.

While OCOM has a Pass/Fail grading system to ensure the student is eligible, the Office of Student Affairs will meet with the Medical Education Operations Department (MedEdOps) to review a student's academic performance on OCOM assessments. A



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

student must achieve a minimum score of 80% of intra course or final course grade to be considered eligible for the extracurricular activities.

Academic progress in years 1 & 2 of the curriculum requires passing all courses in each semester, and satisfying any other requirements specified within the curriculum.

Academic progress for students in years 3 & 4 of the curriculum includes successful completion of all required clerkships, end-of-rotation exams, and satisfying any other requirements specified within the curriculum.

Standard of Academic Performance

1. Academic Monitoring

The academic monitoring and alert process is a system through which faculty, course directors, student affairs staff or office of Pre-Clinical Education, identify students who are having, or are at risk of having, academic difficulty. It is the responsibility of the Pre-clinical Education department to continuously monitor the performance of students to identify those struggling with coursework and those well below the class average on any cumulative individual graded component in a course, or those that have a sudden or significant decline in their overall performance.

2. Academic Risk

When a student is identified as being at risk by the office of Pre-Clinical Education, the student may be required to meet with the OCOM Learning Specialist, the Associate Dean for either Pre-Clinical or Clinical Education and/or Student Services, and/or the student's assigned Academic Advisor. Students may be counseled on study skills, adaptation to the curriculum, time management, exam taking, and self-assessment. Students may also be advised to meet with the school's behavioral health team to address personal concerns such as exam anxiety and stress management. Other resources available to the student may be identified and offered as deemed necessary.

3. Academic Warning

A student who fails any course/clerkship in a semester will be required to appear before the SPPC and will automatically be placed on Academic Warning. Students placed on Academic Warning will continue to have their status monitored by an OCOM faculty or staff member. Academic Warning status may be removed after a student successfully completes all remediation exams and any additional sanctions placed on them by the SPPC.



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

Students on Academic Warning are not eligible to hold a leadership position in a student organization, participate on a committee, participate in extracurricular activities, or attend conferences and/or local, regional, or national meetings of organizations.

Academic Warning is an internal designation and will not appear on the student's transcript.

4. Academic Probation

A student who has failed a course/clerkship while on Academic Warning or failed two courses/clerkships (with pending remediation) within the same semester will be placed on Academic Probation. To be removed from Academic Probation the student must successfully pass all pending course remediations, and complete at least one other semester without additional course failures.

Students placed on Academic Probation will continue to have their status monitored by an OCOM faculty or staff member. In addition, students on Academic Probation must attend all classes/course assignments, unless an excused absence is approved.

Students placed on Academic Probation will lose eligibility to hold a leadership position in a student organization, participate as a committee member, participate in extracurricular activities, attend conferences and/or local, regional, or national meetings of organizations, or participate in non-curricular research.

Students who fail any other course, section, clerkship, COMAT exam, qualifying exam, remediation exam and/or national board examination while on Academic Probation will be required to appear before SPPC, which may recommend suspension or dismissal.

Academic Probation status is a permanent record that is recorded on the student's transcript and will appear in the Medical Student Performance Evaluation (MSPE) letter.

5. Academic Suspension

Academic Suspension is a mandatory, temporary leave from the university. Academic Suspension is the result of poor academic performance or violation of academic regulations and is determined by the Associate Dean for Preclinical or Clinical Education or the Dean. Potential reinstatement after Academic Suspension may be allowed only if the student achieves all criteria set forth in the official Academic Suspension letter.

Students who are reinstated following Academic Suspension will be on Academic Probation during the entire academic year following reinstatement and subject to all restrictions that apply to Academic Probation status.



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

Reinstated students who fail any other course, section, clerkship, COMAT exam, qualifying exam, remediation exam and/or national board examination, will be required to appear before the SPPC, which may recommend dismissal.

Students approved for reinstatement after a period of Academic Suspension, or an approved voluntary leave of absence will also be required to repeat previously taken courses while repeating the whole year. Previous course performance will not be carried forward when repeating a course.

Students will be charged for tuition and responsible for incurred expenses for any such repeated year of enrollment.

Suspended students may not perform the following or related functions:

- Register for courses
- Attend classes / Rotations
- Use any campus facilities, including library, gym, and study rooms.
- Participate in student activities
- Be members of student organizations
- Participate in student employment

6. Academic Dismissal

Academic Dismissal is a forced, permanent separation from OCOM. Dismissed students are not eligible for re-enrollment.

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