

Policy Title: Policy Overview: Standards for Promotion and Graduation, Student Evaluation and Promotion Committee, Academic/Professionalism, and Student Code of Conduct, Review Process and Appeals

Policy Number (relate to LCME Element as applicable): UCF COM Policy 9.9.0

Applies to: All medical students at the University of Central Florida College of Medicine (UCF COM).

Date: 2/21/2025

1.0 Purpose:

This policy relates to LCME Element 9.9 which states that: “medical education program has a single set of core standards for the advancement and graduation of all medical students across all locations.”

2.0 Policy Statement:

The purpose of this policy is to provide an overview referencing the standards for promotion and graduation, academic, professionalism, and student code of conduct policies applicable to all medical students at the UCF COM.

Standards for Promotion and Graduation – Policy 9.9.1

The purpose of this policy is to ensure that there is a single standard for all advancement and graduation decisions. This policy outlines the minimum requirements for advancement, and graduation, and the time limitations for completing portions of the curriculum.

Student Evaluation and Promotion Committee – Policy 9.9.2

The purpose of this policy is to describe the composition, purpose, rules, guidelines, and processes under which the University of Central Florida College of Medicine Student Evaluation and Promotion Committee (SEPC) carries out its functions. The SEPC, acting for the faculty, makes recommendations to the College of Medicine dean regarding each student’s enrollment and/or academic progress in the College of Medicine, including continuation, promotion to the next academic year, remediation, dismissal, or any variation thereof that in the opinion of the committee is appropriate, including adhering to standards of professionalism. The purpose of the SEPC is to systematically review the academic progress of each student in the program. The SEPC may, at its discretion, require an independent evaluation of a student if the SEPC has a reasonable belief that the student may be impaired resulting from the misuse or abuse of alcohol, drugs, or both, or a mental or physical condition that could affect a practitioner’s ability to practice with skill and safety. The committee may refer such students to the Professionals Resource Network (PRN) for evaluation.

Academic/Professionalism – Policy 9.9.3

The purpose of this policy is to define fair and consistent criteria for advancement of medical students including the criteria of acceptable academic performance in modules or clerkships, and standards of professionalism requirements, including the review process and appeals process.

Academic and/or professionalism reports are collated by the COM Office of Assessment via a secure online portal. Each report is reviewed by an Assistant Dean of Medical Education to determine the correct pathway.

Refer to **Exhibit A:** Academic/Professionalism Flowchart – Policy 9.9.3

Code of Conduct: UCF Golden Rule – Policy 9.9.3A

The purpose of this policy is to inform medical students regarding the university’s handling of conduct violations.

Alleged violations of the UCF Golden Rule by a medical student shall be reported in writing to the Assistant Dean for Medical Education and are referred to the UCF Office of Student Conduct and Academic Integrity (SCAI). All conduct violations will be investigated and handled by SCAI including any hearing proceedings and appeals. Determinations and outcomes from SCAI reviews and proceedings will be reported to the SEPC, which will consider any impact of these determinations and outcomes on the student’s academic standing, progress or advancement in the MD program.

3.0 Definitions:

N/A

4.0 Responsibilities:

The faculty, Assistant Deans for Medical Education, and Associate Dean for Academic Affairs are responsible for enforcing this policy.

5.0 Monitoring Procedures:

The application of this policy is monitored by the M.D. Registrar’s Office and the Associate Dean for Students.

6.0 Related Policies:

- UCF COM Policy 9.9.1: Standards for Promotion and Graduation
- UCF COM Policy 9.9.2: Student Evaluation and Promotion Committee
- UCF COM Policy 9.9.3: Academic/Professionalism, Grading and Assessment Policy and Appeals Process
- UCF COM Policy 9.9.3A: College of Medicine Student Code of Conduct, Review Process and Appeals
- UCF COM Policy 9.9.4: Leave of Absence

7.0 Key Search Words:

Promotion	Advancement	Graduation

8.0 Revision History:

Version	Date Approved	Modifications
V1	2/16/2024 by CCom	Original
V2	2/21/2025 by CCom	Updated LCME element language

9.0 References: N/A

Responsible Office: Office of Student Affairs

Policy Contact: Associate Dean for Students

Supersedes: V1

Exhibit A
Academic/Professionalism Flowchart – Policy 9.9.3

