



## Medical Education Program Policy

<b>Policy Name:</b>	Off-cycle Entry Into Year 3				
<b>Policy Domain:</b>	Clerkship Phase	<b>Refers to LCME Element(s):</b>	9.9		
<b>Approval Authority:</b>	Curriculum and Educational Policy Committee (CEPC)	<b>Adopted:</b>	10/16/2017 <i>Asynchronous voting from 10/9/2017</i>	<b>Date Last Reviewed:</b>	
<b>Responsible Executive:</b>	Associate Dean for Medical Education	<b>Date Last Revised:</b>			
<b>Responsible Office:</b>	Office of Medical Education	<b>Contact:</b>	Mirjana Babic, M.P.A. <a href="mailto:mbabic@ttuhsc.edu">mbabic@ttuhsc.edu</a>		

- Policy Statement:** As described in the PLFSOM academic catalog, students are expected to begin the third year of the M.D. degree program with the first clerkship block of the academic year. Under special circumstances (such as a delay in passing USMLE Step 1), students may be permitted to begin their third year with the second clerkship block. Under no circumstances will a student be permitted to begin the third year with the third clerkship block.
- Reason for Policy:**
  - To prevent issues due to educational program constraints related to coordination of the clerkship intersessions and fourth year requirements. In addition, allowing entry into the third year with the third clerkship block would lead to sporadic and undesirable inequities in ability and experience among students during their assignments to clinical teams.
- Who Should Read This Policy:**
  - Clerkship directors and coordinators
  - Members of the Committee on Student Grading and Promotion
  - Students (via summary statement in the PLFSOM academic catalog)
- Resources:** This policy is administratively supported and disseminated by the Office of Medical Education.
- Definitions:**
  - Off-cycle:** Any student who is taking a required course or clerkship through an offering at a time other than as intended by the standard degree plan.
- The Policy:** Students are expected to begin the third year of the M.D. degree program with the first clerkship block of the academic year. Under special circumstances (such as a delay in passing USMLE Step 1), students may be permitted to enter the third year with the second clerkship block (off-cycle). Entry into the third year of the M.D. degree program with the third clerkship block is prohibited.

**Policies are subject to revision.** Refer to the Office of Medical Education website or contact the Office of Medical Education to ensure that you are working with the current version.