

The Valley College of Osteopathic Medicine

Academic Grading Policy

Policy Number: COM-9.2a

Effective Date: November 24, 2024

Revisions and Dates:

Responsible Party: Office of the Dean

Approved by: Alissa Craft, DO, MBA, Dean

Policy & Procedure Statement

The purpose of The Valley COM Academic Grading Policy is to provide clear standards for grading across the entirety of the program.

Grading

The Valley COM evaluation standard for all pre-clinical (OMS I and OMS II) student courses will be graded on a percentage-based grading system. Grades for courses will range from 0-100%. Students must achieve a minimum score of 70.0% to pass a course. A course final score below 70% will be considered a failure.

All clinical rotations and clinical courses (OMS III and OMS IV) are graded using a Honors (H), Pass (P) or Fail (F) grading system.

Remediation

Any course or clinical rotation failure must be remediated, with approval of the Student Performance Committee. Remediation will be noted on the transcript with "R-70" for graded courses or "R-P" for clinical rotations or courses.

Withdrawal

In the case of withdrawal from The Valley COM prior to the completion of a course or rotation, the transcript will reflect (W).

Incomplete

An incomplete grade (I) may be awarded in unforeseen circumstances. To be eligible for an "I" as an interim grade, the student must be actively enrolled, must have completed a majority of the coursework, and must be passing the course or rotation at the time the "I" is assigned. Once the course or rotation is complete, the "I" will be replaced by the grade earned and will show on the transcript as completed in the term the student was originally enrolled in the course. All outstanding course or clinical work must be completed within thirty (30) days of the originally scheduled course or rotation completion. If the work is not completed in the 30 day timeframe, the "I" will be replaced with a "W". It should be noted that if there are extenuating circumstances identified, the Dean or designee may approve students to complete the required work beyond the four week deadline.

Failure to correct an "I" grade within the allowable timeframe, without an approved extension, may be referred to the Student Performance Committee for both academic and professionalism reviews.

Class Rank

A class rank shall be calculated for each student at the completion of the pre-clinical (OMS I and OMS II) curriculum. The student must have completed all required coursework before the class rank will be calculated.

Grading for Repeated Coursework

If the student is required to repeat a course or clinical rotation while repeating an academic year, the original coursework grade will remain on the transcript. The repeat coursework will be entered into the new semester with the course # (*) and the new grade. Class rank will be calculated based only on the most recent year.

Access to Grades and Transcripts

Students may obtain grades through the Learning Management System. Official transcripts may be requested through the Office of Student Services.