

DEPARTMENT: Office of Student Affairs
NAME: Student Promotion
POLICY NUMBER:
OWNER: Office of Student Affairs
EFFECTIVE DATE: 06.30.2025

SCOPE

This policy applies to all students enrolled at the Meritus School of Osteopathic Medicine (MSOM).

PURPOSE

The purpose of this policy is to ensure that student promotion is conducted in a fair, consistent, and transparent manner that upholds MSOM's academic standards, professional expectations, and institutional mission. This policy also provides guidance to faculty, staff, and students regarding the criteria and procedures for promotion decisions.

POLICY

Promotion of students at MSOM is based on the satisfactory completion of academic, clinical, and professional requirements as outlined in the MSOM Academic Catalog and Student Handbook. Students must demonstrate competency in the pre-clerkship curriculum, successfully progress through clerkship rotations, and fulfill all examination, professionalism, and conduct standards to advance within the program.

Promotion decisions are made in accordance with the following principles:

- A. Academic Progression: Students must pass all required courses, clerkships, and standardized examinations, including COMLEX-USA Level 1 and Level 2-CE, within the timeframes established by MSOM.
- B. Professional Conduct: Students are expected to uphold the highest standards of professionalism, ethics, and integrity as defined in the Student Code of Conduct and institutional policies.
- C. Satisfactory Performance: Students must demonstrate the knowledge, skills, and attitudes necessary for the practice of osteopathic medicine, including clinical competency, responsibility, and commitment to patient care.
- D. Timely Completion: Students must complete all degree requirements within six (6) years of matriculation, unless an extension is granted by the Dean under extraordinary circumstances.

- E. Committee Review: Cases of academic deficiency, professionalism concerns, or deviations from expected progression will be referred to the Student Progress Committee (SPC), which will review the case and make recommendations to the Dean.

Promotion from one academic year to the next, and ultimately to graduation, is contingent upon the student meeting these requirements in full. The Dean retains final authority for all promotion decisions, following recommendations from faculty and relevant committees.

Students have the right to be informed of promotion criteria, to receive timely feedback on their performance, and to appeal promotion-related decisions as outlined in the Grievances Policy.

RELATED PROCEDURES

Appeals and Grievances

Student Code of Conduct

Student Progress Committee

[MSOM Academic Catalog and Student Handbook](#)