Policy Statement

Years 1 and 2
Grades of H (Honors), P (Pass), and N (No Pass) will be noted on transcripts.

Years 3 and 4
Grades of H (Honors), E (Excellent), S (Satisfactory), and N (No Pass) will be noted on transcripts.

Reason for Policy

It is important that grades on the transcript accurately reflect the students’ performance throughout their medical school experience.

Procedures

Year 1 and 2 students who successfully remediate a course failure by re-examination will have this action noted on the transcript with a “T” for test credit. The “T” will allow for the course credits to be counted into the students’ graduation requirements. (This does not apply to students required to repeat a failed course).

Year 1-4 students who take a course for the second time will be registered for the course again. Thus, the transcript will list the course and the final grade twice.

Students who are required to retake a course because of failure may receive the grade they achieve for their performance. No course that has been successfully completed may be repeated for a higher grade.

The designation "I", or “Incomplete”, will not be used for a student whose performance has been
unsatisfactory. The “I” will be used only in extraordinary circumstances. Failure of the student to comply with the terms of the agreement will result in a failing grade (“N”).

Related Information

- Medical School Transcripts – New Procedures for Documenting Repeat Courses

- Presented for discussion by the Curriculum Committee on 12/01/06
  Presented for discussion by the Year Three/Four Course Directors on 1/12/07
  Presented for approval by the Curriculum Committee on 2/02/07
  Passed by TC Subcommittee to the Curriculum Committee on 2/02/07
  Passed by Duluth Subcommittee to the Curriculum Committee on 2/13/07

- This policy was implemented at the beginning of the 2007-2008 academic year for each class. (May 28, 2007 for Years Three and Four; September 4, 2007 for Year 2; and August 9, 2007 for Year One.)

Approved to post by Education Council on February 21, 2012
September 4, 2008
May 1, 2007