

SECTION XXVIII

READMISSION

A. Eligibility for Readmission

All students who withdraw or are dismissed from the College of Medicine are eligible to apply for readmission except for those students who were dismissed because of:

- Unprofessional behavior
- Failure on USMLE Step 1, Step 2 CK or Step 2 CS three times
- Failure of a course or clerkship or elective during a repeat or restart academic year
- Students who have been denied readmission on two prior occasions

B. Procedures for Readmission

1. Any student desiring readmission should discuss his/her plans with the Associate Dean for Student Affairs.
2. All students who are absent from or not registered at the university for one entire semester (summer school not included) must apply in advance for readmission.
3. Any student who decides to seek readmission must write a letter to the Associate Dean for Student Affairs by **May 1** of the year in which the student wishes to re-enroll. The letter should:
 - a) Request readmission
 - b) Indicate the reasons for the student's academic and/or other difficulty
 - c) Outline, in detail all activities since leaving medical school, emphasizing those in preparation for returning to the medical curriculum
 - d) Discuss the resolution of any personal problems that may have affected medical school performance
 - e) Describe how medical school would be approached, if readmitted in terms of such matters as study habits, learning techniques, and examination preparation
4. If course work is completed during the time away from medical school transcripts of grades will be required.
5. Letters of recommendation in support of readmission will be accepted, but not required.
6. The letter requesting readmission, as well as any supporting documents submitted, will be presented to a Subcommittee of the Executive and Promotions Committees, hereinafter referred to as the Readmissions Subcommittee.
7. The Readmissions Subcommittee may request that the student come in for an interview
8. The Readmissions Subcommittee will present its recommendation regarding the student's request for readmission to the Executive and Promotions Committees at a joint meeting.

9. The student will be notified in writing of the decision of the Executive and Promotions Committees.
10. A student who was denied readmission may appeal the decision of the Executive and Promotions Committees to the Dean of the College of Medicine.

C. Stipulations of Readmission

- Students who are dismissed because of academic reason(s) are not eligible for readmission for at least one semester after the dismissal.
- Any student readmitted who left the College of Medicine not in good standing and who is not on official leave of absence must repeat and pass all courses of the curriculum of the year to which the student was readmitted; and will be required to fulfill all terms of the Promotions Policy that refer to repeating students.
- A student who is offered the opportunity for readmission cannot defer the readmission to another semester or academic year.

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