



The Medical College of Georgia Office of Academic Affairs

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Applicable to: Graduating Students
Approved by: COC
Category: Graduation Policies
Context:

Graduation Policy

In order to graduate from the Medical College of Georgia, students must meet all of the graduation requirements as approved by the Curriculum Oversight Committee.

This policy covers special circumstances surrounding student participation in Hooding and Graduation Ceremonies as well as circumstances when students may choose to delay graduation because they were unable to obtain a residency position in the Match.

Participation in Hooding and Graduation Ceremonies

Student eligibility to participate in the Hooding/Graduation ceremonies is based on the student's standing at the time of graduation. Review by the Promotions Subcommittee may be required depending on that status.

1. **Students who have graduated the previous December:** Participation in the ceremonies is automatic. No review is necessary.
2. **Students who will have completed all course requirements by the end of April:** Participation in the ceremonies is automatic. No review is necessary.
3. **Students who will not have completed requirements by the end of April but will do so by June 30 (previously scheduled May/June course, elective failure with May/June remediation):** Participation is probable. An expedited review by the Promotions Sub-Committee Chair is necessary. This review is to verify that the student is in good standing and will complete requirements in time. Names will be submitted by Curriculum Office. The student does not need to take any action.
4. **Students who will not have completed requirements by the end of April but may do so by June 30 (Step 2 Failure with retake scores due back before June 30, clerkship or selective failure with May/June remediation):** Participation is possible. A Review by the Promotions Subcommittee is necessary (may be done via email). This review should take into account the student's likelihood of completion by the end of the semester as well as the reason for delay. Names will be submitted by Curriculum Office; the student does not need to take any action.
5. **Students who will not have completed requirements by the end of June:** Participation is handled on a case by case basis. Review by Promotions Subcommittee is necessary (may be done by email). This review should take into account the circumstances that caused the delay in graduation, the expected date of completion of requirements, the student's academic record etc. Students in this circumstance must submit a written request to participate in Hooding/Graduation to the Promotions Subcommittee Chair by April 1st. This request should outline the reason for the delay in graduation, the remaining requirements and an expected completion date, as well as any special circumstances that may be pertinent.



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6. **Students who elect to delay graduation because of an unsuccessful match:** Participation is probable. An expedited review by the Promotions Sub-Committee Chair is necessary. This review is to verify that the student is in good standing and is delaying graduation solely because of an unsuccessful match. Names will be submitted by Curriculum Office. The student does not need to take any action.

Students may appeal above decisions to the Full Promotions Committee by petitioning the Promotions Committee Chair in writing.

Except in the case of a late failure or unsuccessful match where a review may be needed in the weeks immediately prior to graduation, all student names should be submitted to the appropriate Promotions Committee officer by April 1st and reviews completed by April 15th.

Delaying Graduation for Unsuccessful Match

Students who are unsuccessful in the Match during the spring of their senior year of medical school may be allowed to delay graduation by 6 months or 1 year so that they can reenter the match as a senior medical student. Students will be allowed to drop courses including ones that are already in progress during the month of match providing that they meet the conditions below:

1. Student is currently in good standing – no outstanding Promotions Committee requirements, no active failures etc.
2. Students must choose either 6 months or 1 year delay
3. Students may choose to continue in a normal course of study (taking additional electives, off campus rotations etc.), to participate in an extended research project for credit, or to pursue a dual degree in one of the other schools within the Augusta University system.
4. Any course which was dropped after it was already in progress, must be retaken in its entirety in the semester immediately following the unsuccessful match.
5. Students will be governed by University rules regarding graduation and will have to graduate at the end of the semester during which they complete their requirements.
6. Students still must complete medical school in a total of six consecutive calendar years.

Students who decide to pursue a delay will sign a form agreeing to the above terms (See Appendix A). Decisions about delay are binding and cannot be changed once the delay has been granted and the student has agreed to the terms. Students will incur additional tuition expenses during the delay up to the amount of full tuition for another year.



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Appendix A: Student Agreement

I am electing to delay my graduation from the Medical College of Georgia for the purpose of reapplying in the match next academic year because I was not successful in the match this year.

I am choosing to delay by six months one year.

I understand that in delaying I am agreeing to the following terms:

1. I must currently be in good standing – no outstanding Promotions Committee requirements, no active failures etc.
2. I must choose either 6 months or 1 year delay
3. I may choose to continue in a normal course of study (taking additional electives, off campus rotations etc.), to participate in an extended research project for credit, or to pursue a dual degree in one of the other schools within the Augusta University system.
4. If I must drop any course after it was already in progress in order to delay, it must be retaken in its entirety in the semester immediately following the unsuccessful match.
5. I will be governed by University rules regarding graduation and will have to graduate at the end of the semester during which I complete my graduation requirements.
6. I must still complete medical school in a total of six consecutive calendar years.

Printed Name

Date

Signature

Curriculum Office Dean - Printed Name

Date

Curriculum Office Dean – Signature