



## 1. GENERAL

The SHSU-COM graduation policy statement describes graduation requirements, recommendation for promotion and graduation, and maximum length of degree completion for osteopathic medical students at Sam Houston State University.

## 2. GRADUATION REQUIREMENTS

2.01. The degree of Doctor of Osteopathic Medicine (D.O) is conferred upon candidates of good moral character who have successfully completed all academic and professional program requirements, satisfied all financial obligations, and completed all graduation requirements.

2.02. Students must pass all pre-clinical course work and clinical rotations to qualify for the Doctor of Osteopathic Medicine (DO) degree.

2.03. Students must pass the National Board of Osteopathic Medical Examiners (NBOME) COMLEX-USA Level 1 and the COMLEX-USA Level 2 CE examination.

## 3. PROMOTION AND RECOMMENDATION FOR GRADUATION

3.01. The Student Promotion and Academic Progress (SPAP) Committee shall review each student's record to make sure promotion and graduation requirements have been met. The committee will be responsible for promoting students and recommending candidates for graduation.

3.02. The Faculty Assembly shall approve students endorsed by the SPAP Committee and then the graduation candidates are presented to the Dean.

## 4. MAXIMUM LENGTH OF DEGREE COMPLETION

4.01. A candidate for a single Doctor of Osteopathic Medicine (D.O.) degree must complete their education within 150% of the standard time (six years following matriculation), as specified by the American Osteopathic Association (AOA) Commission on Osteopathic College Accreditation (COCA).

**Procedure Title: COMLEX-USA**

**Corresponding Policy: SHSU-COM Graduation Policy Statement  
COCA Standard/Element: COCA 6.12 COMLEX-USA**

**Effective: Upon receiving Pre-Accreditation Status**

**Revised: October 20, 2020**

**Approved: SHSU-COM**

**Executive Committee,**

**November 24, 2020; Revised**

**and Approved: SHSU-COM CEC,  
May 2, 2023**

**Description:**

SHSU-COM provides a curriculum of instruction that encompasses four academic years (eight semesters) of study. Candidates for the degree of Doctor of Osteopathic Medicine (DO) are expected to complete the course of study within that time. Extension may be granted by the Dean upon recommendation by the Student Promotions and Academic Progress Committee or to accommodate an approved personal leave of absence. Such extensions will not exceed six academic years (twelve semesters) unless otherwise required by statute.

<b>Procedure Step/Task</b>		<b>Responsible Party</b>
1.	SHSU-COM created and published a curriculum calendar that identifies the complete course of study required to obtain the Doctor of Osteopathic Medicine degree (DO).	SHSU-COM Curriculum Committee; SHSU-COM Educational Affairs
2.	Students are monitored for completion of all course requirements and meeting academic and professional standards to be considered in good academic standing.	SHSU-COM Educational Affairs; Student Promotions and Academic Progress Committee
3.	Students with academic deficiency shall be subject to SPAP review and action as described by Academic Policy Statement 910312 - Academic Probation, Suspension, and Termination and Student Handbook.	Student Promotions and Academic Progress Committee
4.	Students unable to satisfactorily complete all coursework in any semester may be offered the opportunity to repeat an academic year. This will include students granted a leave of absence for personal reasons.	Student Promotions and Academic Progress Committee, SHSU-COM Dean
5.	Students requiring an extension of time to graduation will be placed on a degree plan that will require graduation within six academic years (twelve semesters) from their original date of matriculation.	Associate Dean for Educational Affairs
6.	Subject to regulatory compliance, the Dean of the college will have final authority in determining any student's suitability for continued matriculation and approval of any extension of time allowed to complete the course of study leading to the DO degree.	SHSU-COM Dean
7.	Curriculum calendars are subject to annual revisions that may result in modifications to the course of study for any student unable to complete the DO degree program within four academic years of initial matriculation.	SHSU-COM Curriculum Committee

**Procedure Title: Time to Degree****Corresponding Policy: SHSU-COM Graduation Policy Statement****COCA Standard/Element: COCA 6.3 Time to Degree****Effective: Upon Receiving Pre-accreditation Status****Revised: October 20, 2020****Approved: SHSU-COM Executive****Committee, November 24, 2020;****Revised and Approved: SHSU-COM CEC, May 2, 2023****Description:**

All candidates for the degree of Doctor of Osteopathic Medicine shall meet all requirements set forth in the college catalog as well as achieve passing grades on the NBOME COMLEX-USA Level 1 and Level 2 to receive the Doctor of Osteopathic Medicine degree.

<b>Procedure Step/Task</b>		<b>Responsible Party</b>
1.	The college shall provide the NBOME with a roster of all students eligible to sit for COMLEX-USA Level 1 and Level 2.	SHSU-COM Educational Affairs
2.	Candidates for the DO degree shall be required to take COMLEX Level 1 prior to entering core clinical clerkships. Students not passing on any attempt shall be subject to review by the SHSU-COM Student Promotions and Academic Progress Committee and may be removed from clinical clerkships at the discretion of the SHSU-COM Dean or her/his designee until the exam is remediated (see Academic Policy Statement 910312 - Academic Probation, Suspension, and Termination).	SHSU-COM Dean, SHSU-COM Student Promotions and Academic Progress Committee
3.	In addition to requirements set forth in the college catalog, candidates for the DO degree shall be required to achieve a passing grade on COMLEX-USA Level 2 CE to be eligible for graduation. Failing 3 attempts results in SPAP review and possible dismissal.	SHSU-COM Student Doctors, Student Promotions and Academic Progress Committee
4.	Cumulative data provided by the NBOME that includes school-specific performance on COMLEX-USA Levels 1, 2, and 3 shall be reviewed at least annually to assess overall student performance and shall be published on the college's website.	SHSU-COM Curriculum Committee and SHSU-COM Educational Affairs
5.	In order to assure acquisition of core competence, curricular content and instructional design shall be subject to revision based in part upon COMLEX-USA performance.	SHSU-COM Curriculum Committee