

CHM Grading System and Student Evaluation

In Block I, evaluation for most courses will consist of several in-term examinations or quizzes given over the course of the semester, and a final examination given during the University's finals week. Examinations are administered by the course directors and their departments. Logistical assistance is sometimes provided by the Office of Academic Programs.

Examination answer keys are usually posted at a time and place specified by the course director, but often on the course website. Students' answer sheets are usually scored at the University Scoring Office. Item analysis data are provided to the course coordinators for the purpose of determining test item validity. Course coordinators may then choose to drop items, accept alternate answers, and/or have the examination rescored. This process for finalizing exam results takes several days and students will be notified by e-mail when results are available. **All questions regarding examinations should be directed to the course directors.**

Students should consult and familiarize themselves with each course's syllabus for its statement regarding attendance requirements, make-up examinations, pass level, item review policy, and weighting of examinations for the purpose of determining final course grades. **The above noted issues are solely the right and responsibility of the course directors.**

Grading System: The CHM grading policies are detailed in the Student Performance Handbook but those affecting Block I will be summarized here. CHM uses a Pass/No Pass system of grading with three grades routinely reported:

- **P (pass)** indicates that the student has successfully met all course requirements including achieving the specified pass level.
- **N (no pass)** indicates that the student has failed to meet course criteria.
- **CP (conditional pass)** indicates that the student has completed all course requirements but has not achieved the overall pass level or has met most but not all of the course objectives.
- **ET (extended)** indicates that there are administrative reasons why course requirements cannot be completed, when a grade is due at the end of a semester. For example, students enroll in HM581 (Mentor Program) during the fall semester, but a final grade is not given until the summer semester. Students will receive an ET grade in HM 581 for fall semester. Upon successful completion of HM 581 in the summer semester, the grade will be changed to a "P".

Students receiving an N or CP in Block I will be required to remediate their deficiencies according to the detailed remediation policy in the course protocol. The general policy to which all courses conform is described in the next section. In some cases, progressing to the next phase of course work may be halted until a given deficiency is removed.

CHM uses a criterion-referenced system of assigning grades. The required pass level for each course is determined by the course coordinator before the course is taught and

is published in the course syllabus. Since grades are not curved, students are not competing against one another.

Some Block I courses are taught jointly to students from the College of Osteopathic Medicine which uses a different grading system. CHM students in these courses are governed by CHM grading policies.