

Policy Title: Satisfactory Academic Progress	Category: Academic Progress and Remediation
Accountable Dean or Director: Senior Associate Dean for Student Affairs	
Reviewed By: Student Affairs Subcommittee	Approved By: Executive Oversight Committee
Effective Dates: AY2022/23	Review Dates: TBD

RELEVANT LCME STANDARDS:

10.3 Policies Regarding Student Selection/Progress and their Dissemination

SATISFACTORY ACADEMIC PROGRESS POLICY:

Federal Regulations require all students receiving federal financial assistance to maintain standards of Satisfactory Academic Progress (SAP). SAP is the successful completion of degree requirements according to established increments that lead to awarding the degree within published time limits. The SAP policy applies to all MD students enrolled at the Icahn School of Medicine at Mount Sinai.

- **Frequency of SAP** – The Office of Enrollment Services and the Promotions Committee will assess each student’s academic progress on an annual basis. Each academic year is composed of two terms (fall and spring).
- **Quantitative Measures of SAP (pace and progression)** - The timeframe to complete the MD program is 4 years of full-time enrollment, and many students elect to do a 5th year of Scholarly Year. The maximum time limit a student may be enrolled to meet their degree requirements is 6 years. A Scholarly Year or a decelerated year will count in the assessment of pace. Leave of absence and Extended Scholarly Status will not be counted in the assessment of pace.
- **Qualitative Measures of SAP (successful completion)** - Academic progress is not measured by a cumulative grade point average. In Years 1 and 2, academic progress is measured by grades of Pass/Fail. In Years 3 and 4, academic progress is measured by grades of Honors, High Pass, Pass, Fail in selected courses.
 - Year 1: All courses must be completed with a grade of pass to advance to year 2.
 - Year 2: All courses must be completed with a grade of pass and take USMLE Step 1 to advance to year 3.
 - Year 3: All third-year clerkships must be taken and completed with a grade of Pass or higher to advance to year 4.

- Year 4: All fourth-year rotations must be taken and completed with a grade of Pass or higher. Students must pass Step 2 CK and CS as well as complete 28 weeks of elective credit prior to graduation.
- **Failure to Meet the Requirements for SAP-** A student who fails to meet one or more of the standards for SAP is ineligible for institutional and federal financial aid beginning with the term immediately following the term in which the SAP requirements were not met.
- **Appeals** - Students who do not meet the minimum standards for Satisfactory Academic Progress may appeal to an ad hoc committee comprised of representatives from Enrollment Services, Curricular Affairs and Student Affairs for reinstatement of financial aid eligibility. The appeal must first be submitted in writing to the Associate Dean for Enrollment Services within 10 days of notification of ineligibility. The appeal must include what has changed in the student's situation that will allow him or her to meet the requirements for SAP at the next evaluation. Circumstances which may be considered as a basis for an appeal may include family emergency, death in the student's immediate family, a student's medical illness or injury, or other undue hardships. If the committee determines that the student's appeal should be approved, the student's financial aid will be reinstated.
- **Financial Aid Probation** - Once an appeal has been approved, a student is placed on financial aid probation and is eligible for financial aid. The Promotions Committee will develop an academic plan for the student that will ensure, if followed, that the student is able to meet SAP standards. A student must be enrolled in at least 50 percent of course load to remain eligible for financial aid. A student shall become eligible again for financial aid when he or she has successfully completed sufficient coursework to meet the standards of progress within the maximum time frames delineated above.
- **Loss of Financial Aid Eligibility** - A student who does not meet the SAP requirements by the end of the financial aid probationary period is ineligible for financial aid. The loss of financial aid eligibility will continue until the student has met both the qualitative and quantitative standards established for their level of study.