INTRODUCTION

College of Pharmacy Mission Statement

Our Mission—The College of Pharmacy inspires and educates current and future pharmacists and scientists, engages in cutting-edge research, and leads practice development to improve the health of the people of Minnesota and the world.

Our Vision—The College of Pharmacy will be a world leader in outstanding pharmacy education and research and improving health by:

- Providing a dynamic educational experience to a high-achieving, high-potential, diverse student body, thus empowering them to become leaders in patient-centered, interprofessional care.
- Leading in innovative research in pharmaceutical sciences and practice while embracing the value of interdisciplinary work.
- Establishing relationships with patients, decision makers, and practitioners to meet changing needs, model patient-centered care, and shape the evolving health care system.
- Preparing graduate students, residents, and post-doctoral fellows to become the next generation of scientists, advanced practitioners, and educators.
- Attracting and retaining outstanding and diverse faculty and staff.

University of Minnesota Mission Statement

The University of Minnesota, founded in the belief that all people are enriched by understanding, is dedicated to the advancement of learning and the search for truth; to the sharing of this knowledge through education for a diverse community; and to the application of this knowledge to benefit the people of the state, the nation, and the world.

The University’s mission carried out on multiple campuses and throughout the state, is threefold:

Research and Discovery—Generate and preserve knowledge, understanding, and creativity by conducting high-quality research, scholarship, and artistic activity that benefit students, scholars, and communities across the state, the nation, and the world.

Teaching and Learning—Share that knowledge, understanding, and creativity by providing a broad range of educational programs in a strong and diverse community of learners and teachers, and
prepare graduate, professional, and undergraduate students, as well as non-degree-seeking students interested in continuing education and lifelong learning, for active roles in a multiracial and multicultural world.

Outreach and Public Service—Extend, apply, and exchange knowledge between the University and society by applying scholarly expertise to community problems, by helping organizations and individuals respond to their changing environments, and by making the knowledge and resources created and preserved at the University accessible to the citizens of the state, the nation, and the world.

In all of its activities, the University strives to sustain an open exchange of ideas in an environment that embodies the values of academic freedom, responsibility, integrity, and cooperation; that provides an atmosphere of mutual respect, free from racism, sexism, and other forms of prejudice and intolerance; that assists individuals, institutions, and communities in responding to a continuously changing world; that is conscious of and responsive to the needs of the many communities it is committed to serving; that creates and supports partnerships within the University, with other educational systems and institutions, and with communities to achieve common goals; and that inspires, sets high expectations for, and empowers the individuals within its community.

Overview

The College of Pharmacy at the University of Minnesota is one of the outstanding pharmacy education and research institutions in the world. U.S. News and World Report rank it as the third best college of pharmacy in the United States. Graduates of the four-year doctor of pharmacy (PharmD) program enter the profession as well-qualified, highly sought-after pharmacists.

The college’s programs are supported by centers of excellence in diverse areas—such as geriatrics, pharmacy management and economics, rural pharmacy, pharmaceutical care, and drug design and delivery. The teaching, research, and service activities of the 100 full-time faculty members and hundreds of volunteer faculty are focused in five departments: medicinal chemistry, pharmaceutics, pharmaceutical care and health systems, experimental and clinical pharmacology, and pharmacy practice and pharmaceutical sciences (Duluth).

The Twin Cities campus of the college is housed in the Academic Health Center on the Minneapolis campus. The Duluth campus is located at the University of Minnesota Duluth (UMD), and is housed in the Life Sciences Building, renovated in 2007 for the college and adjacent to the Medical School, Duluth. Both campuses are designed for health education, research, and practice.

Pharmacy students have access to modern classrooms, laboratories, and more than 350,000 volumes of pharmacy resource materials. In addition, students have unique opportunities to
experience rural/small town and urban pharmacy practice, interprofessional activities, and outreach to the community.

The college is fully accredited by the Accreditation Council for Pharmacy Education, 135 S. LaSalle Street, Suite 4100 Chicago, IL 60603-4810 (312-664-3575).

History

Throughout the college’s history, its programs have evolved to meet the needs of the pharmacy profession. In 1892, the college initiated a program consisting of two years of professional studies leading to the doctor of pharmacy degree. To accommodate new knowledge and technology, the period of formal instruction was extended to a four-year baccalaureate degree (BS) in 1927 and increased to five years in 1954. A clinical component was added to the BS program in 1967; a doctor of pharmacy (PharmD) program was established in 1971. The college added a six-year PharmD program in 1981 and, in 1987, revised the professional education curricula and introduced career-tracking options. In 1995, the college introduced a new PharmD program and phased out the former PharmD and BS programs. The college extended its program to the Duluth campus in fall 2003.

Commitment to Diversity

Students at the University of Minnesota College of Pharmacy will learn to assess and address the drug-related needs of patients from many different cultures who might speak a number of different languages and possess different value systems. This creates a need for students, our future pharmacy practitioners, who are themselves ethnically, racially, socioeconomically, and geographically diverse, having varied life experiences and academic backgrounds. A diverse student body benefits the education of all students in our college and supports the College of Pharmacy’s commitment to educating pharmacists who will serve the health needs of a diverse society.

Consistent with University of Minnesota Regents policy, the College of Pharmacy Admissions Committee will consider the following diversity factors in the admissions review process:

- Diversity of academic / professional background
- Race/ethnicity
- Geographic background
- First generation college student
- Challenging or disadvantaged background
- Ability in multiple languages

Services for Students with Disabilities

The University's mission is to provide optimal educational opportunities for all students, including those with disabilities. The University recognizes that reasonable accommodations may be necessary for students with disabilities to have equitable access to campus programs and facilities. In general,
University policy calls for accommodations to be made on an individualized and flexible basis. Students are responsible for seeking assistance at the University and for making their needs known. One of the first places to seek assistance is Disability Resources (Duluth) or Disability Resource Center (Twin Cities). This office is provided by the University of Minnesota to promote access, which means ensuring the rights of students with disabilities (e.g., mental health, attentional, learning, chronic health, sensory, or physical) and assisting the University in meeting its obligations under federal and state statutes.

Disability Resource counselors provide direct assistance such as: securing documentation of disability conditions, determining and implementing reasonable accommodations and, referral, and consultation for enrolled and prospective students. They also provide consultation with and training for faculty and staff to ensure access to their programs, facilities and services. All services are confidential and free. For more information or to arrange reasonable accommodations: On the Duluth campus contact Disability Resources, 258 Kirby Student Center (218-726-6130, TTY 800-627-3529). On the Twin Cities campus contact the Disability Resource Center in the McNamara Alumni Center, Suite 180, (612) 626-1333, https://diversity.umn.edu/disability

Mental Health

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student’s ability to participate in daily activities. University of Minnesota services are available to assist you with addressing these and other concerns you may be experiencing. You can learn more about the broad range of confidential mental health services available on campus via the Student Mental Health Website at http://www.d.umn.edu/hlthserv/counseling/ and http://www.mentalhealth.umn.edu.

ADMISSION

Admission to the Doctor of Pharmacy (PharmD) Program

Pre-pharmacy Advising

The college’s Office of Student Services (OSS) provides pre-pharmacy advising and answers questions about admission requirements and application procedures for the PharmD program. Student services staff can also refer students to pre-pharmacy advisers in all Minnesota and nearby Wisconsin colleges. Students may contact the Office of Student Services at two locations:

Duluth—College of Pharmacy, Duluth, 232 Life Science, 1110 Kirby Drive, Duluth, MN 55812, 218-726-6085, pharmacy@umn.edu.
Admission Requirements

To be eligible to apply to the program, applicants must fulfill one of the following three minimum requirements:

- 3.0 overall PharmCAS GPA

OR

- 3.2 GPA in most recent 60 credits

OR

- 70% composite PCAT score

The required pre-pharmacy courses (listed below) may be taken at any regionally accredited U.S. college. While the pre-pharmacy courses alone are sufficient to prepare a student for the PharmD curriculum, most applicants admitted to the College of Pharmacy obtain a bachelor’s degree before entering the PharmD program. Pre-pharmacy courses must be taken A–F and completed with a grade of at least C- before enrollment.

Prerequisites

For more information on prerequisites, visit www.pharmacy.umn.edu/pharmd/admissions

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<tr>
<th>PREREQUISITE</th>
<th>REQUIRED</th>
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<tr>
<td>General Biology (1)</td>
<td>1 course with lab</td>
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<tr>
<td>Microbiology</td>
<td>1 course with lab</td>
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<tr>
<td>Human Anatomy (2)</td>
<td>1 course</td>
<td>With lab</td>
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<td>Human Physiology (2)</td>
<td>1 course</td>
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<tr>
<td>Advanced Biology (3)</td>
<td>1 course</td>
<td>Biochemistry</td>
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<tr>
<td>Calculus I</td>
<td>1 course</td>
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<tr>
<td>Statistics</td>
<td>1 course</td>
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<tr>
<td>General Chemistry</td>
<td>2 courses, 1 lab</td>
<td>2 courses, 2 labs</td>
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<td>Organic Chemistry</td>
<td>2 courses, 1 lab</td>
<td>2 courses, 2 labs</td>
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<tr>
<td>General Physics (calculus-based)</td>
<td>1 course, or 2 if algebra-based</td>
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<td>Social &amp; Behavioral Sciences (4)</td>
<td>2 courses or U.S. bachelor’s degree</td>
<td>U.S. bachelor’s degree</td>
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<tr>
<td>Public Speaking or Interpersonal Communication (4)</td>
<td>1 course or U.S. bachelor’s degree</td>
<td>U.S. bachelor’s degree</td>
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(1) If an applicant does not have a general biology lab, a more advanced biology lab may be substituted.
(2) If combined A&P sequence is 2 semester, both must be completed (A&P I & II). If A&P is combined into one course, it must be a minimum of 5 semester credits. Labs are recommended by not required for Anatomy or Physiology.

(3) Biochemistry is recommended as the advanced biology course. However, cell biology, genetics or molecular biology also fulfill this requirement. Any other course must focus on the human body.

(4) The social and behavioral science, advanced composition, and public speaking or interpersonal communication requirements will be considered fulfilled for applicants who will have completed a bachelor's degree from a regionally accredited U.S. institution prior to beginning the PharmD program. Applicants without a bachelor’s degree must fulfill these requirements as listed. A final official transcript will be required. For applicants with a degree, we reserve the right to verify that their non-math and non-science coursework is sufficient.

Transfer Students— Applicants wishing to transfer from another college of pharmacy must apply as an entry-level applicant through PharmCAS and request that individual courses be waived after admission. Transfer students must meet the minimum admissions criteria, including prerequisite course requirements, to qualify for consideration. The senior associate dean of professional education, in consultation with the director of student services, evaluates transcripts and syllabi of courses completed at an accredited college of pharmacy. Courses that meet or exceed the College's required courses are waived.

Application Procedures

Applicants complete one application for entry into both the Duluth and Twin Cities campuses and indicate their campus choice if invited for an interview. Application materials are available from PharmCAS (www.pharmcas.org). Supplemental applications are available at www.pharmacy.umn.edu/pharmd/admissions.

The college operates a rolling admissions process, which means that applications are processed in the order they are completed. Under rolling admissions, positions in the college become limited closer to the deadline. Hence applicants are encouraged to submit applications well in advance of the deadline. Applications must be received by PharmCAS by February 1 (date may change). The highest-ranking applicants according to admissions criteria will be invited to interview with a faculty member. Students are admitted into the college in the fall semester only.

Required Documents

- Application submitted to PharmCAS (www.pharmcas.org)
- Fee submitted to PharmCAS
- Official transcript from each college attended (submitted to PharmCAS)
- Pharmacy College Admission Test (PCAT) score report sent to PharmCAS (code 104)
- TOEFL score (if international student whose native language is not English) submitted to PharmCAS (code 8246)
- Three recommendations (forms available from and submitted to PharmCAS)
- College of Pharmacy Supplemental Application
- A nonrefundable application processing fee (submitted to College of Pharmacy)
International Applicants and International Coursework

**English Language**—The TOEFL is required of all international applicants whose native language is not English, except those who will have completed 16 semester credits (within the past 24 months) in residence as a full-time student at a regionally-accredited institution of higher learning in the United States before entering the University of Minnesota. For information about the TOEFL, refer to www.ets.org/toefl, or call 609-771-7760 or 1-877-863-3546. An official report of the TOEFL score should be sent to PharmCAS; the TOEFL institutional code is 8246. TOEFL scores are valid within two years of the testing date.

**Financial Certification**—Immigration Naturalization Services require international students (students residing in the U.S. with a temporary or student visa) to submit a Financial Certification Statement to show they are able to pay tuition at the University for one academic year. This document must be submitted to the college within two weeks of receiving an acceptance letter from the college. Students on a temporary or student visa are ineligible for federally-sponsored financial aid and are required to secure their own funding to cover tuition, fees, and cost of living.

**Foreign Transcript Evaluation**—All foreign postsecondary coursework completed by applicants must be evaluated by a foreign credentials evaluation service. The evaluation must be sent to PharmCAS to be included in the application.

For detailed information for international applicants and international course evaluation, refer to z.umn.edu/international.

**Tuition Deposit**

Applicants who are admitted pay a nonrefundable tuition deposit to hold a place in the college. The deposit, along with a signed declaration of intent, is due in full within two weeks of admission and is applied to the fall semester tuition. The deposit is not refunded to applicants who do not enroll in the year admitted; nor is it transferable to another application cycle.

**Evaluation of Applicants**

The Admissions Committee uses the following criteria to evaluate all applicants (in no particular order of weight or importance):  
- Academic achievement—GPA, PCAT, course selection, course load, bachelor’s degree (preferred)
- Work experience
- Three recommendations—Recommendations must be from individuals who know the applicant professionally or academically (no personal references). Examples of appropriate referees include supervisor, employer, professor, or volunteer position supervisor.
- Community service and leadership
• Understanding of and motivation for profession of pharmacy
• Application essays
• On-campus interview
• Diversity factors including but not limited to academic background, professional background, race/ethnicity, geographic background, first-generation college student, challenging or disadvantaged background, and ability in multiple languages

Essential Capacities for Matriculation, Promotion, and Graduation

One of the primary missions of the College of Pharmacy is to educate pharmacists with superior knowledge and skills to provide contemporary patient care services both now and in the future. The faculty of the college strives to deliver an education that will, through the graduates of the doctor of pharmacy program, attain the highest levels of this goal.

Principles

The professional program leading to the doctor of pharmacy degree and eligibility for pharmacist licensure requires a certain level of cognitive, behavioral, and technical skill, and personal and professional integrity inherent in a professional education. These principles and standards hold for admission to, progression in, retention by, and completion of the program.

The primary role of the pharmacist is to provide safe and effective health care to patients. Patient safety must be considered in the selection and education of student pharmacists. The College of Pharmacy also has a responsibility to maintain a safe environment in the settings in which its students practice and receive an education. Student pharmacists must contribute to a safe environment through their personal, physical, and mental health or social behavior. Students must complete the academic program in a reasonable length of time, must be able to acquire a pharmacist intern license after their first year in the college and maintain the license during their educational program, and must be eligible for a pharmacist license after they complete the doctor of pharmacy program.

All students are expected to fulfill the same core educational requirements. Reasonable education-related accommodations are provided where possible, within University guidelines. Students need to possess the skills and abilities that, with or without accommodations, will allow successful fulfillment of program requirements. Graduates are eligible to become pharmacists without restrictions on their practice. The program does not allow students to take a partial set of required activities.

Technical Standards

Observation—Observation requires the use of visual, auditory, and somatic senses, with reasonable accommodation if necessary. Students must have the ability to observe and evaluate, in classrooms
and patient care areas, demonstrations, experiments, and patients; perform physical assessments; and observe the quality of pre-manufactured and compounded medications.

**Communication**—Student pharmacists must communicate effectively and efficiently in oral and written English and properly use and recognize nonverbal communication cues, with reasonable accommodation if necessary. They must be capable of completing professional communication activities in a timely manner.

**Motor**—Student pharmacists must have coordinated muscular movements, with reasonable accommodation if necessary, to prepare and evaluate all forms of medication orders, use diagnostic equipment for patient assessment, and directly deliver patient therapies.

Intellectual, conceptual, integrative, and quantitative abilities—Student pharmacists must demonstrate a fundamental and continuing ability to use analytical reasoning to independently and in collaboration with a health care team synthesize knowledge, solve problems, and explain health care situations. Information must be obtained, retrieved, evaluated, and delivered in an efficient and timely manner. Students must be able to demonstrate good judgment in patient care and assessment and have the ability to incorporate new and changing information obtained from the practice environment.

**Behavioral and social attributes**—Student pharmacists must demonstrate appropriate professional and ethical demeanor. Students must be able to function within the regulatory and institutional limits of the educational environment and modify behaviors based on criticism. Students must demonstrate compassion and integrity, a concern for others, and respect for the privacy of information about patients. This requires responsibility for personal action and emotional stability under the stressful conditions that may arise from their professional education. Individuals with questions or concerns about their ability to meet these standards are encouraged to call the director of student services at 612-624-2649.

**Background Study Requirement**

Minnesota law requires that any student who provides services that involve unsupervised direct contact with patients and residents at hospitals, nursing homes, and other health care facilities licensed by the Minnesota Department of Health undergo a background study conducted by the state. The study covers civil agency findings related to maltreatment of children or vulnerable adults and a range of criminal convictions. A student who is disqualified from having direct patient contact as a result of the background study and whose disqualification is not set aside by the commissioner of health may not participate in a clinical placement in these licensed health care facilities. Failure to pass the background study is grounds for dismissal from the doctor of pharmacy program.
COSTS AND FINANCIAL AID

Tuition and Fees

For current information on tuition and fees, please visit www.pharmacy.umn.edu/pharmd/admissions/costs/index.htm.

As part of their required courses, students complete Introductory and Advanced Pharmacy Practice Experiences at a variety of sites throughout the state. Students are required to live in or travel to locations other than Duluth or the Twin Cities during summer Introductory Pharmacy Practice Experiences (IPPEs) and fourth-year Advanced Pharmacy Practice Experiences (APPEs). Students are responsible for living and travel arrangements and expenses.

Residency and Reciprocity

Since the University is a state institution, Minnesota residents pay lower tuition than nonresidents. To qualify for resident status, students must reside in Minnesota for at least one calendar year before the first day of class attendance. Minnesota residency status is granted to students who:

Are permanently residing in Minnesota; and

Have been continuously present in the state of Minnesota for at least one calendar year prior to the first day of class attendance at the University. During that one-year period, the student must not have attended any other Minnesota post-secondary educational institutions.

Please review the downloadable Residency, Reciprocity and Tuition Exemption brochure (pdf) for more information.

The University has a reciprocity agreement with South Dakota and Wisconsin that allows residents of those states to pay Minnesota in-state tuition. This is not automatic; South Dakota and Wisconsin residents must apply for reciprocity through the South Dakota Board of Regents or State of Wisconsin Higher Education Aids Board.

For more information, contact Office of Admissions/Resident Classification and Reciprocity, 240 Williamson Hall, 231 Pillsbury Drive S.E., Minneapolis, MN 55455 (612-625-6330); or UMD One Stop Student Services, 23 Solon Campus Center, 1117 University Drive, Duluth, MN 55812 (218-726-8000); or the residency office on your campus.

Financial Aid

Pharmacy students finance their education from a combination of sources, including personal or family funds, grants and scholarships, loans, and employment.

Federal, state, and institutional loans and grants are administered by the Office of Financial Aid and Registrar on the Duluth campus and the Office of Student Finance (OSF) on the Twin Cities. After January 1, students can access the Free Application for Federal Student Aid (FAFSA) to apply for federal financial aid. You may apply for financial aid before you are admitted to the College. For
more information about types of financial aid available and the application process, contact the financial aid office and ask to speak with a health professions financial aid counselor:

Duluth: Office of Financial Aid and Registrar, 23 Solon Campus Center, 1049 University Drive, Duluth, MN 55812-3011. 218-726-8000 or 800-232-1339. Email - umdhelp@d.umn.edu

Twin Cities: Office of Student Finance - Health Sciences, University of Minnesota, Moos 2-693, 308 Harvard St SE Minneapolis, MN 55455. 612-624-4138.

For questions about financial aid for international students, call International Student and Scholar Services (612-624-7100).

College of Pharmacy Scholarships

Students on either campus may apply for College of Pharmacy scholarships that range from $500 to $6,000. Scholarship applications are sent to students by the Office of Student Services by email and a link is posted to the Current Students page. The college’s Admissions and Student Affairs Committees select scholarship recipients. Scholarships are disbursed by the financial aid office on each campus. If a fully funded student receives a scholarship, other forms of assistance are affected. Scholarships include the following:

- **Abbie N. Larson Memorial Scholarship**
  For a Minnesota resident, recognizing academic achievement and financial need.

- **Academy of Managed Care Pharmacy**
  For a student with interest in managed care.

- **Ben M. Benson Scholarship**
  For a first-year student who has shown academic achievement and financial need.

- **Benjamin M. Cohen Memorial Scholarship**
  For a student with academic excellence and financial need.

- **Bert Supplee Memorial Scholarship**
  For a student with academic excellence and with extracurricular involvement or community service.

- **Catherine and Harold Carpenter Scholarship**
  For a student with an interest in rural pharmacy.

- **Cecil A. Krelitz Memorial Scholarship**
  For a PD1 student from Minnesota who has interest in community pharmacy.

- **Charles R. and Marjorie L. Dickman Scholarship**
  For an incoming or current student with an interest in rural pharmacy.

- **Claude A. Mather Memorial Scholarship**
  For a student from Eveleth or the Iron Range.

- **College Board Scholarship**
  For a student with financial need.

- **Cub Pharmacies Scholarship**
  For a PD2, PD3, or PD4 student from MN, WI, IA, ND or SD with an interest in community pharmacy and a GPA above 3.00.
• **CVS Scholarship**  
For a student in good academic standing with an interest in community pharmacy.

• **Dale and Ione Olson Family Scholarship**  
For a deserving pharmacy student.

• **Dean’s Nonresident Scholarship**  
For the highest-ranking nonresident applicants.

• **F. J. Wulling Scholarship**  
For a deserving pharmacy student.

• **Frank Digangi Kappa Psi Scholarship**  
For Kappa Psi members based on financial need, activity in Kappa Psi, and participation in community activities. In honor of Dr. DiGangi’s service to the fraternity.

• **Frank E. Digangi Scholarship**  
In recognition of leadership and professional promise.

• **Glen Einess Scholarship**  
For a PD3 or PD4 student with financial need.

• **Hallie Bruce Memorial Scholarship**  
For a deserving pharmacy student.

• **Harold H. Carpenter Memorial Scholarship**  
Based on interest and outstanding achievement in rural pharmacy.

• **Harold Pratt Memorial Scholarship**  
For a deserving pharmacy student.

• **James J. Remes Scholarship**  
For a deserving pharmacy student.

• **Keith K. Keller Memorial Scholarship**  
Based on interest in community pharmacy and financial need.

• **Kent Johnson Scholarship**  
For deserving students from Grand Rapids, Itasca County or Iron Range of MN.

• **Leslie and Carolyn Collins Scholarship**  
For a deserving pharmacy student.

• **Marvin L. and Joanell M. Dyrstad**  
For first-year students who have shown leadership in community service or other leadership opportunities.

• **Max and Rose Sadoff Memorial Scholarship**  
Based on the strength of an essay on pharmacy law or ethics.

• **Melendy/Peters Summer Research Scholarship**  
For the top summer research proposals.

• **Michelle Mentzer Memorial Scholarship**  
For a third-year student who demonstrates spirit and enthusiasm and whose courage inspires colleagues to make changes in the profession.

• **MSHP Scholarship**  
For a PD3 MPSA or MSHP member with financial need. Applicants for this $1,000 scholarship submit a paper on the role of a health-system pharmacist with regard to patient safety.

• **Paddock Laboratories Scholarship**  
In recognition of financial need of a student who is a single parent or from single-parent family.

• **Peter C. Ruenitz Scholarship**  
For an incoming student with financial need that is currently enrolled as a U of M undergraduate student.

• **Peters Achievement Scholarship**  
In recognition of financial need and extracurricular activities.

• **Peters Excellence Scholarship**  
For applicants with the highest rankings based on admissions criteria.
• **Peters Leadership Scholarship**  
  For PD2 and PD3 students with the most professional promise.

• **Peters Rural Scholarship**  
  For a first-year student from rural Minnesota who shows academic excellence, financial need, and extracurricular involvement. To be maintained four years.

• **Peters Scholarship for Future Practitioners in Underserved Communities**—  
  For first-year students with the best and most feasible plans to practice in medically-underserved communities. To be maintained four years.

• **Pharmacists Mutual Insurance Scholarship**  
  For a deserving pharmacy student.

• **Pharmacy Alumni Society Scholarship**  
  For a deserving pharmacy student.

• **Pharmacy’s for Me Scholarship**  
  For a deserving first-year student.

• **Robert W. Anderson Memorial Scholarship**  
  To help students with financial need finish their pharmacy education.

• **Roy H. and Douglas J. Olson Scholarship**  
  For a PD1 student with academic promise and interest in community pharmacy.

• **Sarah Lavintman Mark Scholarship**  
  For a PD4 student with interest in hospital pharmacy.

• **Sidney B. Benson Scholarship**  
  For a deserving pharmacy student based on extracurricular involvement and financial need.

• **Tom and Mary Dinndorf Scholarship**  
  In recognition of financial need, academic excellence, or extracurricular involvement.

• **Virgil A. Vergin Scholarship**  
  Need and merit based, to support new students enrolling in the College of Pharmacy who show academic promise.

• **Walgreens Diversity & Inclusion Excellence Award**  
  Scholarship awarded to a single student who embraces diversity and promotes diversity and inclusion initiatives on campus.

• **Walgreens Scholarship**  
  For a student of an underrepresented minority group with an interest in community pharmacy. Min GPA 2.5

• **Walmart Scholarship**  
  For a student who shows leadership qualities, financial need, a GPA of at least 3.00, and an interest in community practice.

• **William Trumm Scholarship**  
  Merit based, to provide scholarships for new pharmacy students with an interest in rural pharmacy practice.
Office of Student Services

The mission of the Office of Student Services (OSS) is to serve professional students in meeting their educational goals. OSS staff provides advice, answer questions about admissions, process applications, and coordinate events. In addition, staff members assist PharmD students with academic problems and personal concerns, through counseling and/or referral. OSS also provides programming on student development topics, such as career planning and professionalism.

OSS Duluth—131, 135, and 158 Life Science Building, 1110 Kirby Drive, Duluth, MN 55812, 218-726-6085, pharmacy@umn.edu.

OSS Twin Cities—3-160 Weaver-Densford Hall, 308 Harvard Street S.E., Minneapolis, MN 55455, 612-624-9490, pharmacy@umn.edu.

Student Organizations

College Board—Pharmacy College Board is the governing body for pharmacy students in the College of Pharmacy at the University of Minnesota. College Board performs many functions including acting as the students’ representative, acting as liaison between students and faculty, and also sponsors many all-college activities. Its purpose is to advance students’ interest in the College through active participation. It is composed of class representatives and student organization leaders.

Center for Health Interprofessional Programs (CHIP)—This health sciences student organization promotes a team approach to health care delivery through sponsoring interprofessional social, educational, and service activities. In the Twin Cities, CHIP involves students from all six health professional schools in the Academic Health Center.

Faculty Committees—Students are appointed to most standing and ad hoc committees that govern the college.

Honor Council—The Honor Council is the student-run body that hears all cases regarding student misconduct. Students from each class on each campus are represented on this council. All students entering the college must consent to the college’s honor code.

Honor Society—Rho Chi, the national honor society of pharmacy, is represented at the University of Minnesota by the Mu Chapter. During their second professional year, eligible students may be elected to membership by
society members. Election to the society is based on scholarship, character, and conduct. Leadership Society—Phi Lambda Sigma, the national pharmacy leadership society, promotes the development of leadership qualities in pharmacy students. After the first professional year, eligible students may be elected to membership by society members. Election to the society is based on dedication, service, and leadership in the advancement of pharmacy.

Minnesota Pharmacy Student Alliance—The alliance promotes the professional needs of students at the local, state, regional, and national levels. It is actively involved in educational activities and legislative matters affecting the profession at the state and national levels.

Multicultural Pharmacy Student Organization—This organization aims to educate all members of the Academic Health Center about underserved populations, help them be more culturally competent health care providers, and effectively advocate for the elimination of health care disparities. b) To empower underserved populations to take greater control of their health. c) To celebrate diversity by serving as a gathering place for all pharmacy students.

Professional Societies—Three professional societies are active in the college: Kappa Epsilon, Kappa Psi, and Phi Delta Chi. The groups sponsor activities involving students, the college, the profession, and the public.

PharmD at UMD —This organization performs community projects that help pharmacy students grow as professionals, educates about the profession, and organizes activities to facilitate collegial relationships among students.

AWARDS

The college’s Student Affairs Committee annually selects pharmacy students in good academic standing to receive the following awards:

Award of Excellence in Clinical Communication—For a graduating student in the top 25 percent of his or her class who has exhibited superior oral and written clinical communications skills.

Carol A. Beaty Memorial Award—For the student demonstrating the greatest capability or interest in the area of computer applications in pharmacy.

John Y. Breckenridge Memorial Award—For a PharmD II student, in recognition of outstanding scholastic achievement, professional promise, and leadership ability.

Hallie Bruce Memorial Award—For a graduating student demonstrating outstanding achievement in hospital pharmacy.

Century Mortar Club Award—For a third- or fourth-year professional student who has
exhibited a commitment to the promotion of the profession of pharmacy and the safe and appropriate use of medications.

**College Board PharmD III Award**—For a PharmD III student for outstanding contributions to and involvement in the profession, the college, and its students. Candidate must be active during the PharmD III year.

**Community Service Award**—For a graduating student who has made significant contributions to community education.

**Dean's Award**—For a student who has made significant contributions to the goals of the college.

**Dean's Research Award**—For a PharmD I, II, or III student in recognition of outstanding achievement in research activities.

**Ole Gisvold Medicinal Chemistry Award**—For a graduating student with an exceptional record in all chemistry-related courses in the professional curriculum and potential for graduate study in medicinal chemistry.

**Kappa Epsilon Award**—For the student member who has rendered outstanding service to the college.

**Kappa Psi Activity Award**—For first- or second-year student members of Kappa Psi Pharmaceutical Fraternity in recognition of their involvement in Kappa Psi (either campus), community involvement, and academic achievement.

**Kappa Psi Pharmacopa Award**—For the editors of the Pharmacopa.

**Deborah A. Kasper Memorial Award (Duluth)**—For the PharmD I student who has contributed most to class esprit de corps in the course of everyday college studies.

**Deborah A. Kasper Memorial Award (TC)**—For the PharmD I student who has contributed most to class esprit de corps in the course of everyday college studies.

**Izaak M. Kolthoff Rho Chi Research Award**—For a graduating student who has contributed to and shown promise of excellence in research in pharmaceutical sciences.

**Lilly Achievement Award**—For a graduating student who exemplifies scholastic and professional achievement, leadership ability, and ethical conduct.

**Merck Award**—For the PharmD IV student with the highest GPA.

**Metropolitan Professional Pharmacists Society Award**—For the president of the College Board.

**MPhA Patient Education Award**—For a graduating MPhA/Academy of Students of Pharmacy student for skill and ability in public health education.

**MPhA/ASP President’s Award**—For the presidents of the MPhA/Academy of Students of Pharmacy (MPSA) on the Duluth and Twin Cities campuses.

**MSHP Outstanding Student Award**—For a graduating student who has demonstrated scholastic excellence and leadership in health-system pharmacy.
Natural Standard Research Collaboration Award—For an exemplary graduating student for perpetuating multidisciplinary, evidence-based research practices, healthcare communications, or information.

Pharmacy Alumni Society Graduating Student Award—For a graduating student for scholastic excellence and extracurricular involvement.

Pharmacy Alumni Society Mentee of the Year Award—For outstanding support of the mentoring program in the College of Pharmacy.

Pharmacy Alumni Society Student Award—For a PharmD I, II, or III student demonstrating professional enthusiasm and the ability to stimulate personal and professional growth among others.

PharmD Paper of the Year Award—For the best PharmD IV paper.

PharmD Seminar Award—For the best PharmD IV seminars.

Phi Delta Chi Award—For a graduating student member for outstanding service to the fraternity and the college.

Phi Delta Chi Scholarship Award—For a student member for outstanding scholarship in the first professional year.

Phi Lambda Sigma Graduating Student Award—For the outstanding graduating member of Phi Lambda Sigma.

Phi Lambda Sigma Active Member of the Year Award—For the outstanding active member of Phi Lambda Sigma.

Phi Lambda Sigma Kudos Award—To acknowledge everyday leadership and those who go the extra mile.

Phi Lambda Sigma Non-Positional Leadership Award—For a student who provides leadership through creating meaningful and sustained change or significant contributions from positions without formal titles.

Rho Chi Award—For the PharmD I student who has earned the highest GPA.

Teva Pharmaceuticals Outstanding Student Award—For a PharmD IV who, in the opinion of the college, excels in the study of pharmacy.

Carol Windisch Memorial Award—For a student member of the Alpha Chapter of Kappa Epsilon for service to the community and fraternity, scholastic achievement, extracurricular activities, and leadership ability.

F. J. Wulling PharmD I Student Award—For the PharmD I student with the second highest GPA.

F. J. Wulling PharmD II Student Award—For the PharmD II student with the highest GPA.

F. J. Wulling PharmD III Student Award—For the PharmD III student with the highest GPA.
Student Code of Academic Integrity and Professional Responsibility

Part I—The University of Minnesota College of Pharmacy Honor System—developed, assumed, and administered by students—is intended to provide a framework of expectations and responsibilities for members of the College of Pharmacy community. It is intended to promote a spirit of community, a spirit of professionalism, and a spirit of trust. It challenges pharmacy students to adopt principles of professional behavior and responsibility within the context of academic honesty, integrity, and community standards. It challenges college faculty and administration to uphold, demonstrate and profess those principles and standards. It encourages all members of the College of Pharmacy community to discuss expectations in the spirit of mutual trust and respect.

The essence of the Honor System is codified in the “Pharmacy Student Code of Academic Integrity and Professional Responsibility” (the Code), which specifies student responsibilities relative to academic honesty and clinical obligations. The spirit and intent of the Honor System is to prevent the occurrence of such violations through proper education, and appeal to individual conscience and mutual understanding of expectations among the members of the College of Pharmacy community. The Code is communicated, promoted and maintained by the Honor Council, a group of students elected by their peers. Reports of alleged Code violations are investigated and processed by the Honor Council in a manner that assures the anonymity of all parties involved, except in cases of appeal by either party.

The integrity of the Honor System and Code carries with it a twofold responsibility: first, to personally abide by the principles and rules of academic honesty and clinical obligations, and second, to ensure observance of its rules by all members. Both aspects of the twofold responsibility ultimately rely on the conscience of each individual. Understanding of these responsibilities is signified in the “Honor Code Affirmation” taken by students upon acceptance into the college community; action in accordance with these responsibilities is signified by the “Honor Code Reaffirmation,” made explicitly or implicitly on all college coursework submitted to fulfill requirements.

Part II—In addition to the general principles of academic integrity and professional responsibility mentioned above, each student is bound by the following specific provisions as part of the Code.

1. Each student will respect intellectual and physical property and will not use such property without the owner’s permission.

2. Each student recognizes that academic misconduct is unacceptable behavior for students in a professional school and is a violation of the code. Academic misconduct is any unauthorized act that
may give a student an unfair advantage over other students, including but not limited to the following:

**Falsification**—altering, forging or misusing a University academic record; willfully providing University offices or officials with false, misleading, or incomplete information; fabricating data.

**Plagiarism**—use of work or ideas of others without crediting the source.

**Misuse of test materials**—taking, acquiring, or using test materials without faculty permission; taking or damaging a posted examination or assignment key.

**Receiving unauthorized assistance**—copying or consulting information during an exam provided by other individuals, notes, textbooks or other references except as specified by the evaluator; copying or collaborating on class work, lab reports or other assignments that require independent work; receiving questions, answers or a copy of an original exam before taking the makeup exam.

**Giving unauthorized assistance**—sharing answers during an exam; writing a paper or completing an assignment for another; sharing exam questions or answers with a student before a make-up exam.

3. Each student recognizes the privacy rights of other students involved in an Honor Council proceeding. Any student who serves as an accuser, accused, witness or Honor Council member will not discuss with other students outside the proceeding the identities of parties, nature of, specific details about, or disposition of allegations and cases.

4. Each student recognizes that his or her primary responsibility while on clinical rotations is the care of her or his patients and that the patients’ welfare has precedence over a student’s personal educational objectives. The student will respect each patient’s privacy and dignity and will maintain confidentiality with regard to information about patients. Each student recognizes his or her responsibility to consult with the house staff, preceptor, or attending physician regarding each patient’s management.

5. Each student recognizes that part of her or his clinical obligations includes providing coverage when assigned (e.g., at clinics, at night, or on weekends). When such an assignment is made, a student will abide by it or make suitable alternative arrangements with the faculty member who made the assignment. If a student is convinced that such an assignment is inappropriate, the matter must be discussed with the course coordinator.

**Part III**—Upon accepting an offer of admission to the University of Minnesota College of Pharmacy, each student will be asked to sign the following statement:

“I hereby affirm that I have read, understand and accept the provisions and stipulations of the University of Minnesota College of Pharmacy Student Code of Academic Integrity and Professional Responsibility.”
All signed Affirmations of the Honor Code shall be kept on file and maintained by the Office of Student Services. Students who are unwilling to sign this statement will not be permitted to register for courses at the college.

The Honor Council will administer an Honor Code orientation for all incoming degree-seeking students shortly after matriculation in the College of Pharmacy. At the conclusion of this orientation, students will be asked to affirm the Honor Code by writing and signing the Honor Code Reaffirmation in their own hand.

A reaffirmation of the code is required on all coursework submitted to fulfill course requirements in courses offered by the College of Pharmacy.

The reaffirmation must be explicitly made on examinations and may be required on other coursework, at the discretion of the instructor.

**Part IV—**Cases of suspected violations of the Honor Code will be reported or referred to the Honor Council, which will investigate and act on such reports. All Honor Council activities are conducted in a manner that honors confidentiality and fairness.

1. After reports of alleged violations of the code are made to the Honor Council, the case is investigated, discussed and subsequently the Honor Council votes to (i) “dismiss” or (ii) issue a “finding of violation” and recommend a sanction.

2. A violation of the code occurs if the majority of voting Honor Council members feel that the evidence and testimony met the standard of “more likely than not” that a violation did occur.

3. The Honor Council shall propose a recommended sanction if a student is found guilty of a violation of the code. Some possible sanctions include, but are not limited to: written warning, probation, assignment of “F” for the assignment or course, or dismissal from the college.

4. Honor Council decisions or recommendations that are subsequently challenged by either party to a case are referred to the College of Pharmacy Academic Standing Committee for a formal hearing conducted in accordance with “due process” considerations. These considerations include the right of the “accused” to face the “accuser” and hence, a loss of anonymity.
Academic Standing Policy and Progression

The Academic Standing Committee, a subcommittee of the Student Affairs Committee, consists of five faculty members and two students. The Academic Standing Committee meets regularly to monitor the academic progress of students, consider petitions from students who wish to depart from the established program requirements or have a requirement waived, and adjudicates allegations of student misconduct. Allegations of student misconduct are handled by the Academic Standing Committee (1) if referred by the Honor Council after its review of alleged violations of the Student Code of Academic Integrity and Professional Responsibility; or (2) for initial adjudication of alleged violations that fall under Part II below. The following is a list of the committee’s policies and standard procedures.

Part I: Academic Progress

The Academic Standing Committee periodically reviews the progress of students and can place students on probation at any time. Students on probation may be dismissed from the college if they are not making satisfactory progress. The committee informs students by mail or email of its actions.

Academic probation—Students are automatically placed on Academic Probation in the following circumstances:

- Accumulating eight (8) or more credits of F, I, N, or D grades
- Failing a required course in the first semester of the PharmD program
- Obtaining a cumulative GPA of 2.00 or below

Terms of academic probation—Students on Academic Probation are reviewed by the Academic Standing Committee (ASC), and are required to comply with the following requirements. Failure of the student to successfully complete the terms of Academic Probation will result in dismissal from the College of Pharmacy.

- Students on Academic Probation can be dismissed from the college if a grade below C- is earned.
- Students are removed from Academic Probation when they successfully complete the terms of academic probation as indicated by the ASC and repeat all courses as indicated in their terms of probation.
- As part of their terms of Academic Probation, students may be required to seek academic assistance, complete incomplete courses within a certain time period, or pursue other forms of assistance to increase the likelihood of success.
- Students placed on Academic Probation should expect the duration of their education to exceed four years.
Dismissal from the College of Pharmacy— Students who do not make satisfactory academic progress will be dismissed from the college in the following circumstances:

- Failing a required course twice
- Failure to complete the terms of Academic Probation as set by the ASC
- Accumulating eight (8) or more credits of F, I, N, or D in the first year of the PharmD program
- Withdrawing from a required course without college permission
- Failure to complete all degree requirements within eight (8) years of matriculation

Failing a course—

- Students who fail a course must repeat that course. Students who fail a required course twice will be dismissed from the college.
- Students who repeat a course must re-register for the course.
- Courses are normally offered only during a given semester. Hence students who fail a course offered only in the spring semester can expect to repeat that course the following spring.
- Since most courses are prerequisites for other courses in the program, students who fail a course should expect the duration of their education to exceed four years.
- Students cannot register for a course if they have not successfully completed its prerequisites. Students must obtain faculty approval in order to override prerequisite requirements.
- Special consideration for students from the Class of 2016 regarding implications of academic probation and/or failure of a required course. Students in the Class of 2016 may not have the ability to re-take courses due to the new curriculum for the Class of 2017. Therefore, faculty and the Office of Student Services will work individually with students who fail a course or module, but are determined by SAC/ASC as eligible to continue, to ensure that they can continue in the program without unnecessary delays.

Withdrawal from a course and extension of academic program— The PharmD professional pharmacy program is a full-time continuous program. Students must request permission from the Academic Standing Committee to withdraw from a required course or depart from the curriculum of required courses in the PharmD program. Failure to do so may result in dismissal from the college. Once during the Pharm D program, students may withdraw from an elective course without college approval, and receive a “W” on their transcript. This one-time only withdrawal can be used after the deadline for withdrawal, up to and including the last day of instruction for that course. However, students cannot withdraw after completing the final examinations or its equivalent.

Leaves of absence—Students must petition the director of student services and senior associate dean for professional education to request a leave of absence. Students must request a leave of absence if they will not be enrolled for a period of time in which required classes are scheduled. The leave of absence form is available in the Office of Student Services. Advanced Pharmacy Practice Experiences—Students must satisfactorily complete all required and elective courses and have an overall GPA of at least 2.00 before beginning Advanced Pharmacy Practice Experiences (APPEs).
Students who earn an F or I in more than one APPE will be placed on probation or may be dismissed from the college. Please see Experiential Education policies for more detailed information.

Appeals—Students who are dismissed from the college and wish to appeal must present information that was not available at the time of their dismissal and has a direct bearing on their academic performance. This information must be presented to the senior associate dean for professional education within four weeks of the dismissal decision. If the senior associate dean decides the information is new and substantial, the Academic Standing Committee will reconsider the dismissal decision. Students who wish to be considered for readmission after the four-week period must apply through the admission application process.

Part II: Student Misconduct

1. Any behavior by a pharmacy student that reflects on the student’s qualifications or potential to become a competent and ethical professional is within the jurisdiction of the Academic Standing Committee to review. Aside from matters of academic integrity and professional responsibility in the classroom/clinic setting that are handled through the student honor system, the following behaviors constitute ground for discipline of students:
   a. Conduct that violates the University of Minnesota Student Conduct Code, professional and/or ethical standards, disrupts the operations of the University, College of Pharmacy or clinical training sites, or disregards the rights or welfare of patients, fellow students, college/clinical staff or other individuals.
   b. Unlawful conduct or other improper behavior that impairs the student’s capacity to function as a health care professional.

2. When presented with an alleged violation of the above standards or when a matter of academic integrity/professional responsibility is referred by the Honor Council, the Academic Standing Committee will hold a hearing to determine whether the alleged misconduct occurred. This hearing will comply with University standards for due process or fundamental fairness in a student disciplinary matter. Students who are found guilty of a violation by a preponderance of evidence will be subject to sanctions imposed by the committee, including but not limited to warning, required compliance, probation, suspension, or dismissal.

3. The Academic Standing Committee’s decisions in matters of student misconduct may be appealed by the President’s Student Behavior Review Panel within 10 days of the decision.
GRADUATION FROM THE PHARMD PROGRAM

Graduation Requirements

Degrees from the University of Minnesota are granted by the Board of Regents on the recommendation of the College of Pharmacy faculty. To be granted a degree, a student must
1. Meet all pre-pharmacy course requirements
2. Complete all required courses and elective requirements
3. Earn minimum overall GPA of 2.00
4. Have no more than 7 credits of F, I, N, or D grades and complete terms of Academic Probation (if applicable)
5. Earn at least 30 credits enrolled in the Doctor of Pharmacy program at the University of Minnesota
6. Meet all financial obligations to the University

Time Limit for Earning the PharmD Degree

1. Students in the PharmD program must complete all degree requirements within eight years of the time they first register for a required or elective course.
2. Students granted a leave of absence of two continuous semesters or less are entitled to meet only those graduation requirements for their original graduating class.
   - Policy addendum for members of the Class of 2016: Wherever possible, any Class of 2016 student on a Leave of Absence would receive a customized plan, which parallels the Class of 2016 curriculum as closely as possible given the available courses in the new curriculum. Specific requirements for completing their degrees would be proposed by the Office of Student Services in consultation with course directors of relevant courses in both the old and new curriculum and approved by the Sr. Associate Dean for Professional Education. Decision-making would be based upon their assessment of the old and new curricula and what provides equivalent learning experiences between the two curricula. If this is not possible, that student may have to drop back and follow curriculum for class of 2017 or thereafter.
3. Students granted a leave of absence of more than two continuous semesters or more than one leave of absence of two continuous semesters or less must meet the graduation requirements in effect at the time of graduation.

Graduating with Distinction

College of Pharmacy students have the option of graduating with distinction if a cumulative GPA of at least 3.75 in the required College of Pharmacy curriculum coursework is attained at the time of graduation. Students with a cumulative GPA of at least 3.90 have the option of graduating with high distinction. Students who have completed the Honors Program will have the option of graduating with both the summa cum laude designation and the appropriate with distinction or with high distinction designation. For transfer students, the GPA must be based on at least 45 credits taken in the College of Pharmacy, University of Minnesota.
Graduating with Honors

The honors program provides PharmD students with opportunities to interact with faculty, develop specialized skills, learn about research, and enhance their professional development. Specific activities called “honors options” include special projects and honors courses. Special projects are defined by a student and faculty member. They may be laboratory research projects, directed research readings, term papers or seminar preparation on research topics, community service projects, leadership projects, or other appropriate activities. There is no financial remuneration for honors options. Honors courses available in the college are designated by “honors course” following the course number. Admission to the honors program is granted to students in the professional program who self-identify and expect to graduate with a GPA of 3.50 or higher. Graduating students who have completed at least five honors options, including at least one honors project, and earned a qualifying GPA, graduate with the honors designation of cum laude (overall and required GPA of 3.50 to 3.65), magna cum laude (overall and required GPA of 3.66 to 3.74), or summa cum laude (overall and required GPA of 3.75 to 4.00) based on at least 60 credits taken in the college. A memo on the student’s transcript indicates completion of the honors option.

Pharmacy Licensure

Graduates of the PharmD program are eligible to take the licensure examination to practice pharmacy. For more information about licensure, call the Minnesota Board of Pharmacy at 651-201-2825 or visit www.pharmacy.state.mn.us/.

Campus Transfer Policy

Students admitted to the College of Pharmacy accept placement on a specific campus. The college expects students to honor the commitment they have made to the campus when they sign their letter of intent. Furthermore, the college admits the maximum number of students its facilities allow every year. It cannot be assumed that space is available on either campus. Transferring within the college from one campus to another is therefore rarely permitted.

The college realizes that under rare, specific circumstances, it may be in a student’s and the college’s best interests for a student to switch campuses. The following criteria must be met for a campus transfer request to be approved:

1. The enrollment maximum* is not met nor has been exceeded in a specific class and campus.
2. Neither campus would drop below its enrollment minimum* in the event of a transfer.
3. The student who requests a campus transfer must have completed at least one semester in the College of Pharmacy.
4. An opportunity exists in which at least one student from each campus desires to transfer to the other campus (so that there is a “trade” of students);
   OR
   the student requesting a transfer has serious, unforeseen circumstances that provide a compelling reason for a campus transfer.
Should there be multiple requests for transfers to a specific campus and class, and the above criteria are met, the administrators on both campuses will select the student for whom a transfer would most improve their ability to complete their education. All decisions regarding transfers will be made after each semester is over and cannot be appealed. The campus transfer request form must be submitted to the Office of Student Services by the last day of final exams.

The campus transfer request form and examples of transfer requests that have been approved and of those that have not been approved may be found at www.pharmacy.umn.edu/pharmd/admissions/policies.

*Enrollment maximum and enrollment minimum are determined by the dean in consultation with the senior associate dean for professional education and the senior associate dean on the Duluth campus.

**Chemical Dependency Policy**

The College of Pharmacy supports the efforts of chemically dependent students to become free of their dependency problems. In dealing with chemically dependent students, the college’s procedure involves intervention and requires students to join treatment and rehabilitation programs. The procedure ensures the safety of patients with whom students may come in contact and protects the interests of patients, students, the college, and faculty.

The following steps are taken as soon as a student is identified as having chemical dependency problems.

1. The student is granted a medical leave of absence by the Academic Standing Committee if he or she is participating in educational activities that involve direct patient contact (e.g., clinical clerkships or externships). The request for a leave may be initiated by the student or the senior associate dean for professional education. Students participating in educational activities that do not involve direct patient contact are not required to take a medical leave of absence.
2. The senior associate dean advises the student to enroll in a chemical dependency treatment program or a different mode of treatment contingent on the senior associate dean’s approval. The student must provide evidence of successful completion of the treatment.
3. The senior associate dean advises the student to join a sobriety support group, (e.g., Pharmacists Aiding Pharmacists) after completion of the treatment program.
4. The student is asked to give the senior associate dean permission to solicit letters of reference from counselors, employers, or members of the sobriety support group to monitor the progress of the student’s rehabilitation program.
5. The student is asked to agree to give urine samples at any time, without prior notification, for detection of drug abuse.
6. The senior associate dean makes recommendations to the Academic Standing Committee to terminate the student’s medical leave of absence and allow the student to participate in educational activities that do not involve direct patient contact after obtaining evidence that the student has completed the treatment program and is participating in the rehabilitation program.

7. The senior associate dean makes recommendations to the Academic Standing Committee to permit the student to participate in educational activities involving direct patient contact after obtaining evidence that the student has been chemically free for at least 10 weeks.

8. If the student is a licensed pharmacist and her or his license was suspended because of chemical dependency, the State Board of Pharmacy lifting the suspension may be used as evidence of sobriety and is a prerequisite for participation in educational activities involving direct patient contact. The license suspension being lifted does not obligate the college to allow the student to participate in educational activities that involve direct patient contact.

9. Office of Student Services staff members are not required to report to the Academic Standing Committee on students who initiate information about a personal chemical dependency problem while being counseled. Staff may report such information to the senior associate dean.

10. The Academic Standing Committee may dismiss from the college students who have a recurrence of chemical dependency problems after completing the treatment and rehabilitation program described above.

11. If the student and the senior associate dean do not reach an agreement on a treatment and rehabilitation program, either may request a hearing by the Academic Standing Committee. The committee carefully considers all relevant factors, using procedural due process as a guide to its action. The student may appeal the Academic Standing Committee’s decisions to the President’s Student Behavior Review Panel within 10 days of the decision.

RESOLVING PROBLEMS - the student troubleshooting guide

Below is a troubleshooting guide that allows PharmD students to figure out the most effective way to resolve a problem they may encounter.

Class-related: a problem that affects a significant number of your classmates

What you do: Approach your class reps to articulate your concern, provide evidence it is a class-wide concern and suggest a potential resolution.

What to expect: If class reps deem it to be a class-wide issue, they will address it with the appropriate people and communicate a resolution to the class within one week.

Not resolved? Consult with Katie or Peter to facilitate the feedback process.

Classmate-related: disruptive classmates, interpersonal difficulties

What you do: Approach your classmate and do your best to resolve the issue with them
What to expect: A conversation reviewing the issue from your perspective and your classmate’s perspective.

Not resolved? Consult with Amy or Peter if the problem persists and is interfering with your education.

Professor-related: grading concerns, course delivery concerns

What you do: Approach your professor and do your best to resolve the issue with them directly.

What to expect: A conversation reviewing the issue from your perspective and your faculty’s perspective.

Not resolved? Consult with Amy, Peter, or your faculty class advisor for help.

Me-related: health issues, academic problems, personal concerns

What you do: Consult with Amy or Peter to learn more about university resources that can help, or approach them directly on your own: www.pharmacy.umn.edu/pharmd/currentstudents

Absences: due to illness or emergency

What you do: Contact the Office of Student Services if you are unable to attend class: Duluth: 218-726-6003 Twin Cities: 612-624-9490

You are responsible for contacting faculty to arrange to make up missed coursework or exams upon your return.

What to expect: OSS will notify your instructors of your absence. Each syllabus has its own policy regarding absences and your professor may require documentation.

Absences that do not meet the U of M policy of a “legitimate absence” may or may not be deemed excusable by your instructor.

Complaint Policy

Students are encouraged to make every effort to solve problems informally, by working with their class representatives and class advisers, faculty members, and the Office of Student Services staff. If such efforts are not successful, students may submit a complaint to the college in accordance with the Accreditation Council for Pharmacy Education (ACPE) Complaint Policy. For a statement of the ACPE complaint policy and procedures on how to file a complaint, refer to http://intranet.ahc.umn.edu/pharmacy/Policies/acpe-complaint-policy. Students wishing to submit a complaint can do so by filling out a form on this page: http://z.umn.edu/acpecomplaint.
Course Waiver Policy

Students may request a waiver of a required course by petitioning the course director on an individual basis with a Course Waiver form (available from the Office of Student Services). Students should provide evidence (preferably official transcript and syllabus) of completion of an equivalent course and make the request at least two weeks in advance of the semester in which the class begins. The course director has the authority to allow a student to waive his/her course, and may require additional evidence (e.g., challenge exam, writing exercise) to demonstrate competency in the subject. Once matriculated into the College, students cannot seek courses outside the college in order to waive courses required in the curriculum.

Students who have completed a graduate/professional level course relevant to the professional curriculum before matriculation into the PharmD program can submit a course syllabus & transcript to the Director of Professional Curriculum. If deemed acceptable, the course can satisfy a maximum of two credits of the 15-credit elective requirement in the PharmD program.

Students may not waive Introductory or Advanced Pharmacy Practice Experiences (IPPEs or APPEs).

University of Minnesota Sexual Harassment Policy

Definitions—“Sexual harassment” means unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic advancement in any University activity or program;
2. submission to or rejection of such conduct by an individual is used as the basis of employment or academic decisions affecting this individual in any University activity or program; or
3. such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive working or academic environment in any University activity or program.

“Member of the University community” or “University member” means any University of Minnesota faculty member, student, or staff member, or other individual engaged in any University activity or program.

Prohibition—Sexual harassment by or toward a member of the University community is prohibited.
Responsibility to Report—Department heads, deans, provosts, chancellors, vice presidents, and other supervisors and managers must take timely and appropriate action when they know or should know of the existence of sexual harassment. Other persons who suspect sexual harassment should report it to an appropriate person in their unit or to the University equal opportunity officer.

Administrative Responsibility—Each campus must adopt procedures for investigating and resolving complaints of sexual harassment in coordination with the director of equal opportunity and affirmative action.

Disciplinary Action—A violation of this policy may lead to disciplinary action up to and including termination of employment or academic dismissal.

Information and Reporting Procedures—For more information and reporting procedure, contact:


Basic Life Support Training Requirement
The University of Minnesota College of Pharmacy requires all PharmD students to have valid Basic Life Support certification upon entering the PharmD program and to maintain that certification through graduation from the program. This certification must be Basic Life Support for Health Care Providers (American Heart Association or American Red Cross). This qualification ensures all students have demonstrated the skills necessary to respond during emergencies while participating in Introductory and Advanced Pharmacy Practice Experiences (IPPEs, APPEs) and internships. The Office of Student Services verifies all certificates of training completion. Students who do not have current certification will have a registration hold placed on their record and will not be allowed to participate in required IPPEs and APPEs.

Health Insurance Requirement
All Academic Health Center (AHC) students are automatically enrolled in the University-sponsored Student Health Benefit Plan (SHBP). Students may request to have the Student Health Benefit Plan waived for two years if they can show documentation of health insurance coverage.
Health Insurance Portability and Accountability Act (HIPAA) Training Requirement

The Health Insurance Portability and Accountability Act (HIPAA) privacy regulations, passed by Congress in 1996, present standards to protect the privacy and security of individual health information and require health care organizations to create policies and procedures to implement the HIPAA regulations. In the Academic Health Center (AHC), students, faculty, and staff are required to complete HIPAA training. New students must complete HIPAA training upon entering the College of Pharmacy, before classes start in September. New students are notified by email to their University email accounts of HIPAA training assignments and how to access them. For more information, visit www.ahc.umn.edu/privacy/hipaa.

Immunization Requirement

All College of Pharmacy students must be compliant with the Academic Health Center (AHC) immunizations policy. All students must submit immunization documentation, signed by a qualified health service provider, showing immunization of or immunity to Hepatitis B, Measles/Mumps/Rubella, Tetanus/Diptheria, Varicella (Chicken Pox), and Tuberculosis (with an initial two-step procedure). For more information, visit www.bhs.umn.edu/immunization-requirements.htm.

Long Term Disability Coverage

All Academic Health Center (AHC) students are automatically enrolled in the AHC Long Term Disability Coverage plan. For information visit www.shb.umn.edu

Internship Eligibility—Students must successfully complete all first year courses in order to be eligible to register as a pharmacy intern with the Minnesota Board of Pharmacy. Internship registration with the Minnesota Board of Pharmacy is required for participation in Introductory Pharmacy Practice Experiences (IPPEs) and Advanced Pharmacy Practice Experiences (APPEs). Students ineligible to register as an intern are not allowed to participate in IPPEs nor APPEs. For information on pharmacy intern registration, visit the Minnesota Board of Pharmacy Web site, www.pharmacy.state.mn.us.

PHARMD CURRICULUM

The professional program’s graduates are prepared to enter pharmacy practice, advanced professional training programs, graduate education, and research. The program covers the chemical, biological, physical, social, and clinical sciences that underlie pharmacy. A common patient-care process is used to teach students how to meet drug-related needs at a patient-specific level. Students develop skills in problem solving, communication, and analytical thinking. The program
emphasizes professional ethics, social responsibility, professional citizenship, and commitment to lifelong learning.

The first three years of the curriculum provide the fundamental components of pharmacy education needed to practice in a variety of settings. Beginning in the second year, students can take elective courses in specific areas of interest to round out their required courses. Students may focus on research. The information below represents the curriculum initiated in 2013. Students who matriculated prior to 2013 complete the requirements of the previous curriculum unless their progression was altered on an individual basis. Course descriptions can be found under the "Class Schedule" on onestop.umn.edu.

Experiential Education

Experiential education refers to the practice component of the PharmD Program; it is where students apply what they learned in the didactic curriculum to pharmacy practice settings. The goal of experiential education is to enhance students’ attitudes, skills, and knowledge to prepare them as general practitioners.

Experiential education is made up of pre-advanced pharmacy practice experiences (pre-APPE) and advanced pharmacy practice experiences (APPEs). The components of Pre-APPEs:

- Pharmacist Mentoring Program
- Introductory Community-Practice Pharmacy Experience—(IPPE-I)
- Introductory Institutional-Practice Pharmacy Experience—(IPPE-II)
- Pharmaceutical Care Learning Center (PCLC) course sequence

Advanced Pharmacy Practice Experiences (APPEs) are completed in the fourth year of the PharmD Program. Eight blocks of APPEs are required. Students learn and apply advanced practice skills in clinical and non-clinical settings, ranging from hospitals and community pharmacies to government agencies and ambulatory clinics.

Sites for IPPEs and APPEs are available throughout Minnesota. Students will have the opportunity to experience pharmacy practice in both urban and rural settings with at least one block of the APPE year taking place in a rural setting.

Expenses associated with IPPEs and APPEs are the responsibility of the student. The curriculum is subject to change.
PharmD Curriculum

First professional year (credits in parentheses)
Fall semester (16.7)
Phar 6700: Becoming a Pharmacist (2)
Phar 6702: Integrated Biochemical Sciences (4.5)
Phar 6704: Foundations of Social and Administrative Pharmacy (2.5)
Phar 6706: Foundations of Pharmaceutical Care (1.5)
Phar 6708: Drug Delivery I (2.5)
Phar 6710: Pharmaceutical Care Skills Lab I (2)
Phar 6728: Pharmaceutical Calculations (0.7)
Phar 7310: PharmD First Year Seminar (1)

Spring semester (19.1)
Phar 6715: Professional Development and Assessment I (1)
Phar 6716: Applied Pharmaceutical Care (3.2)
Phar 6718: Drug Delivery II (2.4)
Phar 6720: Pharmaceutical Care Skills Lab II (2)
Phar 6722: Principles of Medicinal Chemistry (2.1)
Phar 6724: Immune System and Infectious Disease (3.1)
Phar 6726: Principles of Pharmacology (2.3)
Phar 7325: Introduction Community-Practice Pharmacy Experience (3)

Second professional year
Fall semester (15.6)
Phar 6730: Professional Development and Assessment II (0.5)
Phar 6732: Medicinal Chemistry and Pharmacology of Cardiovascular Agents (2.3)
Phar 6734: Cellular Metabolism and Nutrition (2.8)
Phar 6736: Cardiovascular Pharmacotherapy (1.9)
Phar 6738: Pharmacokinetics (3.7)
Phar 6740: Pharmaceutical Care Skills Lab III (2)
Phar 7330: Community Teacher Experience I (0.4)
Electives: (2 credits recommended)
Spring semester (19.7)
Phar 6742: Colloquium I: Scholarly Presentation Skills (0.8)
Phar 6745: Professional Development and Assessment III (0.5)
Phar 6748: Biopharmaceutics (2.6)
Phar 6750: Pharmaceutical Care Skills Lab IV (2)
Phar 6752: Integrated Endocrinology (2.1)
Phar 6754: Diabetes and Metabolic Syndrome (2.1)
Phar 6756: Kidney, Fluid, and Electrolytes (2.1)
Phar 6758: Pulmonary Pharmacotherapy (1.1)
Phar 7340: Community Teacher Experience II (0.4)
Phar 7345: Introductory Institutional-Practice Pharmacy Experience (3)
Electives: (3 credits recommended)

Third professional year

Fall semester (18)
Phar 6760: Professional Development and Assessment IV (0.5)
Phar 6762: Medicinal Chemistry and Neuropharmacology (2.8)
Phar 6766: Biotechnology-Derived Drugs (1)
Phar 6768: Infectious Disease (3)
Phar 6770: Pharmaceutical Care Skills Lab V (2)
Phar 6772: Topics in Pharmacotherapy (1.6)
Phar 6774: Pharmacotherapy of Neurologic and Psychiatric Disorders (3.1)
Electives: (4 credits recommended)

Spring semester (15.9)
Phar 6778: Pharmacy Law (0.7)
Phar 6780: Pharmacy Outcomes (2)
Phar 6782: Colloquium II: Research Paper and Presentation (1)
Phar 6784: Integrated Oncology (2.8)
Phar 6786: Acute Care Pharmacotherapy (3.4)
Electives: (6 credits recommended)

Fourth professional year
The College of Pharmacy requires eight 4-credit Advanced Pharmacy Practice Experiences (APPEs) taken over summer session, fall semester and spring semester of the fourth professional year.
Electives

Students are required to complete a total of 15 credits of electives prior to beginning APPEs. Students seeking to take elective courses outside the College of Pharmacy, or seeking approval to transfer in two credits of electives taken prior to matriculation (in accordance with the Course Waiver Policy) need to complete the Elective Approval Form found on the Current Students web page - www.pharmacy.umn.edu/pharmd/currentstudents.

Degree Specialization: Emphases and Dual Degrees
Students can choose to specialize their PharmD by adding an emphasis area or pursuing a dual degree. Below are the Emphases and Dual Degrees available. Students with an interest in another degree program at the University of Minnesota can request to make progress towards that degree while a PharmD student.

Leadership Emphasis
The profession of pharmacy is transforming the role of the pharmacist from a product-oriented practitioner to a patient-centered professional able to meet the complex drug therapy needs of individuals and society. To create the change that will allow this transformation to occur, the profession must prepare pharmacists to lead change, both at the level of an individual practice as well as on a larger scale. To educate pharmacists who will seek to lead change, the college offers an 18-credit emphasis in leadership development.

Experimental and Clinical Pharmacology Research Emphasis
Aligned with research training in Experimental and Clinical Pharmacology, students in this emphasis will choose a research topic in experimental, translational, or clinical pharmacology for their Colloquium project and work with advisor(s) in the Clinical Pharmacology Research emphasis program.

Social and Administrative Pharmacy Research Emphasis
Students in this emphasis will choose a research topic in for their Colloquium project and work with advisor(s) in the Social and Administrative Pharmacy emphasis program.

PharmD/MBA Dual Degree (Carlson School, Minneapolis)
Enrolled PharmD students (Duluth and Twin Cities Campus) have the opportunity to become integrated into the Carlson School’s prestigious network of business leaders, academics and alumni. PharmD/MBA students will also have the unique experiences offered through the Carlson School's Medical Industry Leadership Institute, which brings together graduate students from across the University of Minnesota to work on healthcare industry problems from the organizational to the political realms.

The dual degree program is completed in five years. Students in the program carry a very demanding course load. Students must be in good standing academically. Students apply to the full-time M.B.A.
program in the CSOM during fall semester of their third year in the PharmD program, but do not begin the M.B.A. until the fourth year. After acceptance to the dual degree program, students meet with a PharmD adviser and an M.B.A. adviser to ensure their study plans satisfy both degree requirements.

PharmD/MBA Dual Career (Labovitz School, Duluth)
PharmD students enrolled on the Duluth campus have the opportunity to enter the The Labovitz School of Business and Economics PharmD/ MBA Dual Career Program. This program is competitive, challenging, and rewarding and builds on the foundation of business knowledge students already have to become more valuable employees and more confident, capable leaders.

Both degrees are completed in four years. To complete in this time frame, students will carry a demanding course load. Students must be in good standing academically and not on probation. After acceptance into the dual career program, students meet with both their PharmD and M.B.A. advisors to be sure that their study plans satisfy both sets of degree requirements. The dual career PharmD/M.B.A. enables students to complete the two degrees in a shorter period of time than if the degrees were pursued separately.

PharmD/ MPH Dual Degree (School of Public Health, Minneapolis)
Enrolled PharmD students (Duluth or Twin Cities campus) have the opportunity to additionally earn their MPH, a degree program that prepares them for impacting policies, providing education to patients in order to manage diseases, conduct research on drug interactions/therapies and alternative herbal medications at all levels - from the local, regional and state to the national and international levels - at the intersection of government, non-profit and private sectors. A Public Health Pharmacist can be involved in advanced pharmacy practice, health policy development, emergency and humanitarian response, public health leadership, global health and much more.

UNIVERSITY RESOURCES AND INFORMATION

For an updated comprehensive list of campus resources relevant to Pharmacy students, visit [http://www.pharmacy.umn.edu/pharmd/currentstudents](http://www.pharmacy.umn.edu/pharmd/currentstudents).

One Stop Student Services - Duluth
23 Solon Campus Center
726-8000
[www.d.umn.edu/onestop](http://www.d.umn.edu/onestop)

One Stop Student Services Center - Twin Cities
333 Bruininks Hall
624-1111
[www.onestop.umn.edu](http://www.onestop.umn.edu)
University Policies

The full University of Minnesota policy library can be found here: https://policy.umn.edu/

**Equal Opportunity**—The University of Minnesota shall provide equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression.

Inquiries regarding compliance may be directed to the Department of Human Resources and Equal Opportunity, 255 Darland Administration Building, 1049 University Drive, Duluth, MN 55812 (218-726-6827) or to the Director, Office of Equal Opportunity and Affirmative Action, University of Minnesota, 274 McNamara Alumni Center, 200 Oak Street S.E., Minneapolis, MN 55455, 612-624-9547, eoaa@umn.edu, www.eoaa.umn.edu

**Access to Educational Records**—In accordance with regents policy on access to student records, information about a student generally may not be released to a third party without the student’s permission. (Exceptions under the law include state and federal educational and financial aid institutions.)

**Some student information**—name, address, electronic (e-mail) address, telephone number, dates of enrollment and enrollment status (full time, part time, not enrolled, withdrawn and date of withdrawal), college and class, major, adviser, academic awards and honors received, and degrees earned—is considered public or directory information. Students may suppress the release of public information. To do so, they must adjust their personal information on the MyU portal (myu.umn.edu).

Students have the right to review their educational records and to challenge the contents of those records. The Regents policy is available for review online at onestop.umn.edu/grades_and_transcripts/student_records_privacy.html, at 200 Fraser Hall, Minneapolis, and at records offices on other campuses of the University. Questions may be directed to the Office of the Registrar, 200 Fraser Hall (612-624-1111).

**Smoke-free Campus**—Smoking is prohibited on all University of Minnesota property on the Twin Cities and Duluth campuses.

**E-Mail**: the University’s Official Means of Communication—Students are responsible for all information sent via their University e-mail account. Students who forward their University e-mail account are still responsible for all information, including attachments, sent to the account.