



ADMINISTRATIVE POLICY

Remediation Policy for PharmD Students

Responsible University Officer: Associate Dean for Professional Education

Policy Owner: Academic Standing Committee

Policy Contact: Director of Student Services

POLICY STATEMENT

All faculty and staff in the College of Pharmacy are committed to student success, and therefore have a strong desire for all students to perform well academically. In rare and specific circumstances, academic remediation may be the optimal strategy to employ in order to ensure students achieve competency in required course material.

Academic remediation is defined in the College of Pharmacy as the opportunity for a student to demonstrate competency of course material without having to repeat a failed course in its entirety. This policy is not to be construed as a “safety net” for students who fail a course. Academic remediation is intended for students who fail one course, but are otherwise progressing satisfactorily through the program.

Academic remediation is not meant to allow students to progress in the curriculum with substandard knowledge of required course material. It is not meant to provide students a path forward in the curriculum for which they are not adequately prepared. It is not meant as a means to permit students to enroll in courses for which they do not have demonstrated competency in prerequisite material.

REASON FOR POLICY

1) Standard 17.1 of the Accreditation Council for Pharmacy Education’s (ACPE) Standards 2016 stipulates that the College will have a policy describing student remediation for courses in which student performance is substandard.

2) The current integrated curriculum poses challenges for students who miss a step in a single course. In an integrated curriculum, the penalty for failing a single course is exceptionally high. There are situations that arise where a remediation program is a better educational course of action than requiring a student to fall back a year and complete an additional year of the PharmD program.

EXCLUSIONS

This remediation policy applies to all didactic courses, and to students in the Pharmaceutical Care Skills courses sequence who fail to achieve minimum competency in only one of the following areas: patient care, sterile compounding, non-sterile compounding, immunizations or calculations.

Students who fail a Pharmaceutical Care Skills course for any other reason, and all other applied and experiential courses (APPEs, IPPEs) are excluded from this policy.

PROCEDURES

1. Students who fail a single required course in a semester and are not on academic probation (nor will be by the end of that semester) shall have an opportunity to remediate the failed course.
2. Students who seek remediation are expected to have sought help from faculty, OSS advisors, or tutors during the semester, and to have followed advice of OSS advisors if notified via the college's [Early Warning Policy](#).
3. Students are responsible for initiating the [Remediation Plan Agreement Form](#) (to be filled out in collaboration with OSS and course faculty), which includes the following:
 - a. Verification of eligibility from OSS,
 - b. The methods the student will use to receive guidance on course content (eg. receive assistance from a tutor, review lectures online, review course materials on Moodle)
 - c. Articulation of the scope of remediation (what content is to be remediated),
 - d. The method in which the student's competency will be assessed,
 - e. The timeline in which assessments will occur, and when the final assessment will be complete.
 - f. Signatures from both the student and the course faculty affirming the plan.
4. Students who remediate are expected to utilize course assets on Canvas, lecture recordings, and the use of tutors or the tutoring center in order to revisit course material.
5. Remediation must be completed prior to the start of course(s) which require the prerequisite material or when the failed course is offered again (whichever comes first). The course instructor must email the Director of Student Services or their respective campus Student Advisor with the results of the remediation.
6. Students who are successful in remediating a course have their original "F" grade changed to a "D". Students who remediate a S/N course will earn an "S", however the remediation attempt will be tracked by OSS and count toward probation similar to a D grade (see Academic Standing and Student Progression Policy). Unsuccessful students are unable to progress to courses for which the failed course is a prerequisite and must repeat the failed course in full the following year.
7. ASC will keep record of remediation and include results in its annual report. This policy will be revisited on an annual basis by the ASC and EPC as needed.

FORMS/INSTRUCTIONS

[Remediation Plan Agreement Form](#)

APPENDICES

There are no appendices associated with this policy.

FREQUENTLY ASKED QUESTIONS

There is no FAQ associated with this policy.

ADDITIONAL CONTACTS

Subject	Contact	Phone	Fax/Email
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Director of Student Services	Peter Haeg	612-624-2649	haegx002@umn.edu
Amy Renne	Student advisor	218-726-6003	arenne@umn.edu
Becky Carlson	Student advisor	612-624-1945	becky@umn.edu

DEFINITIONS

RESPONSIBILITIES

Students

A student who fails a required course, meets the eligibility requirements and is interested in remediating must do the following within 48 hours of the final grade being posted on a transcript:

1. Obtain the Remediation Plan Agreement Form, and have a member of OSS verify eligibility
2. Submit Remediation Plan Agreement Form to course faculty and cc a member of OSS on the communication. Fill out section four of the form and submit signed form to the Duluth Student Advisor or Director of Student Services.
3. Complete course of remediation and take responsibility to seek additional help if needed.

Office of Student Services

1. Communicate Remediation Policy to students on an annual basis
2. Verify student eligibility when appropriate on the Remediation Plan Agreement Form.
3. Advise students on the remediation policy and procedure.
4. Advise students undergoing remediation to ensure they receive appropriate information and assistance through relevant campus and community resources (counseling, disability services, etc)
5. Track related data including remediation attempts, outcomes, specific courses and successful S/N remediation attempts in student records.
6. Document deidentified results of remediation outcomes in the annual ASC report.
7. Ensure students satisfactorily complete prerequisite material via remediation prior to beginning courses which require completion of the prerequisite.

Course Faculty

1. Course faculty are responsible for responding to students who seek remediation by completing section two of the Remediation Agreement Plan Form within two business days of the remediation plan's submission.
2. Course faculty are expected to provide an assessment that ensures a student's competency of course material according to learning objectives
3. If the student is successful in remediating, course faculty must change the student's grade to a "D." and notify the Office of Student Services.

Assessment Committee

To assess the effectiveness of this policy, monitors the subsequent academic progress of students who have undergone remediation and annually summarizes this progress to Central Council and EPC.

EPC

Will review the Assessment Committee's review and recommendations (if any) and take action where appropriate.

RELATED INFORMATION

[Early Warning Policy](#)

HISTORY

Amended:
December 2017, July 2019