

**NYU LONG ISLAND SCHOOL OF MEDICINE
POLICY AND PROCEDURE MANUAL**

POLICY:	REMEDICATION, SUSPENSION, DISMISSAL AND APPEALS POLICY
EFFECTIVE DATE:	SEPTEMBER 2018
SUPERSEDES:	
CROSS REFERENCE:	
APPROVED BY:	EPEC

I. **PURPOSE:**

This policy addresses consequences of student’s inability to fulfill the minimum academic and/or professional standards required for advancement or to maintain enrollment at NYU Long Island School of Medicine (NYULISOM).

II. **POLICY:**

The jurisdiction regarding decisions of remediation, suspension, or dismissal of a student for academic reasons (i.e., failure to successfully complete course requirements) or due to a demonstrated lack of professionalism, rests with the Student Progress/Promotion (SP/P) Committee.

III. **PROCEDURE:**

A. **SP/P Committee**

This committee will meet several times each year to review the performance of students identified as having difficulty meeting the school’s standards (*for details on assessment and advancement of medical students, refer to the policy entitled “Assessment and Advancement of Medical Students”*).

1. The committee will review all records and materials it deems necessary to make recommendations to the dean of the medical school.
2. The student will be invited to appear before the committee to discuss any identified issues prior to any action being taken by the committee.
3. A recorded majority vote is required for any decisions regarding remediation, suspension, or dismissal for academic or professionalism reasons.
4. All recommendations are submitted to the dean for review and final approval.
5. The student is notified in writing about the committee’s decision by the associate dean of students.

B. Appeals of Academic Recommendations

1. A student who objects to a recommendation from SP/P may petition the dean for a review of the action.
 - a. This appeal, submitted in writing, must state the basis for the student's objection, and must be received by the dean within 10 business days of the date that the SP/P notified the student of its recommendation.
 - b. The basis for an appeal might be discovery of new information that was not available to the SP/P at the time of its decision, or might be evidence that the academic guidelines were unfairly applied.
2. The dean has the option to meet with the student and hear the appeal or establish an ad-hoc appeal committee made up of three faculty who were uninvolved in the initial hearings.
3. The dean or the Appeals Committee acts upon the appeal as soon as is practical after its appointment by the dean.
4. The dean or the Appeals Committee reviews the SP/P's recommendations and, in so doing, hears from the student in person if the student wishes to make a personal appearance. If the appeal took place before the Appeals Committee it submits its written recommendation, to the dean.
5. The dean conveys a written decision on the appeal to the student.
6. The dean's decision is final and binding.