

Policy Statement Regarding Student Compliance With Course Evaluations

Students' perceptions play an important role in the Marshall University School of Medicine's course and curriculum review process. By implementing a systematic method of collecting student feedback, appropriate MUSOM faculty, department chairs, and the Curriculum Committee are able to carefully review and respond to student course ratings to promote positive curricular change.

Therefore, students are required to complete evaluations of core courses and rotations. Students who do not to complete course/rotation evaluations within the established timeframe will receive a hard hold against their University record. A hard hold prevents students from registering for courses or receiving a transcript as well as delays in financial aid disbursement. The School also recognizes that repeated noncompliance is an issue of professional conduct and, therefore, a Critical Incident form may be completed and submitted as part of their academic record for possible inclusion in the student's Dean's letter if noncompliance persists.

Course Directors may opt to include completion of the student course evaluation as part of their course requirements. Should the Course Director exercise this option, a summary of the policy and the consequence for noncompliance must be included in the course/rotation syllabus. For example, should a Course Director require that completion of the evaluation is required as part of the course, then the syllabus must contain what penalties exist for noncompliance, i.e., an Incomplete will be issued and remain until the course is evaluated. The Course Director would be responsible to submit a Grade Change Request Form upon the student's completion of the course evaluation.

Approved by Dean's Advisory Committee-June 16, 2010