

Remediation Policy

Supersedes: [Reassessment and Remediation Policy](#)

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I. PURPOSE & SCOPE

The Zucker School of Medicine maintains a clear, consistent, and equitable framework for the remediation of academic and professionalism deficiencies. This policy consolidates all post-course resolution processes under a single remediation framework aligned with the Grading Policy.

Applies to: All medical students, faculty, course/clerkship directors, and administrative staff involved in the assessment, remediation, and progression of students.

II. KEY PRINCIPLES

- **Remediation as Education:** Remediation is a structured, time-limited educational intervention, not a punitive measure. Its purpose is to help students demonstrate competency.
- **First Attempt Only:** Remediation is available only on a student's first attempt at a course.
- **LRC Authority:** The Learner Remediation Committee (LRC) develops holistic Learner Remediation Plans, and monitors completion.
- **Adverse Actions Reserved to SAC:** Required course repetition is an adverse action that only the Student Advancement Committee (SAC) may recommend, and only the Vice Dean and Dean for Education may impose.
- **Transparency:** Students receive written notification of all determinations, plans, and outcomes.
- **Accountability:** Failure to complete remediation results in conversion of the temporary grade to Fail and referral to the SAC.

III. DEFINITIONS

Table 1: Key Terms

Term	Definition
Remediation	A structured, time-limited educational plan designed to address specific deficiencies without requiring full course repetition. Managed by the LRC.
Credit Pending (CP)	A temporary grade assigned when a student has deficiencies but does not meet the syllabus-defined threshold for an outright Fail.
Required Course Repetition	A formal adverse action requiring a student to repeat a failed course in its entirety. Recommended by the SAC, imposed by the Vice Dean and Dean for Education.
Learner Remediation Committee (LRC)	The committee responsible for developing and monitoring Learner Remediation Plans.
Student Advancement Committee (SAC)	The standing committee responsible for student progression. Its duties include reviewing referred cases, conducting hearings, and recommending adverse actions (such as required course repetition and dismissal) to the Vice Dean and Dean for Education. The SAC also reviews and approves student promotion and graduation.
Serious breach of professionalism	A lapse in the dimensions of integrity or patient-centeredness (definitions can be found in the Statement of Professionalism).

IV. REMEDIATION ELIGIBILITY

A. Triggering Event: Assignment of Credit Pending (CP)

Remediation is triggered when a student is assigned a grade of CP. A CP is assigned when a student, on a first attempt, has one or more deficient subcomponents but does not meet the syllabus criteria for an outright Fail.

Table 2: Remediation Eligibility Quick Reference

Situation	Eligible for Remediation?	Next Step
CP on first attempt	Yes	LRC provides Learner Remediation Plan
Outright Fail (F) of course on first attempt	No	Direct referral to SAC
Failure of remediation attempt	No	Direct referral to SAC
Any failure during course repetition (second attempt)	No	Final grade of F; SAC referral

V. LEARNER REMEDIATION PLAN

A. Required Elements

If a student is eligible, the LRC works with the course/clerkship director(s) to develop a formal, written Learner Remediation Plan. Every plan must include:

1. **Identification of Deficiencies:** The specific subcomponent(s) and the nature of each deficiency.
2. **Required Learning Activities:** Specific activities the student must complete (e.g., supplemental exams, revised coursework, clinical experiences, skills sessions).
3. **Timeline for Completion:** Specific dates for all activities.
4. **Criteria for Successful Completion:** Measurable standards consistent with course passing standards.
5. **Consequences of Unsuccessful Completion:** A statement that failure results in the CP converting to a Fail (F) and referral to the SAC.

B. Oversight

The remediation activities are implemented and overseen by the responsible faculty member or administrative unit identified in the Learner Remediation Plan (e.g., course/clerkship director, Testing Manager, simulation center), while the LRC monitors the student's overall progress and ensures execution within the approved timeline. The procedures for plan development and sign-off are detailed in Section X.

VI. OUTCOMES OF REMEDIATION

A. Successful Completion

- The CP converts to a final grade of **Pass (P)**.
- In tiered-grading courses (H/HP/P/F), the maximum achievable grade through remediation is Pass (P).

B. Unsuccessful Completion

- The CP converts to a final grade of **Fail (F)**.
- The case is referred to the SAC for determination of required course repetition or other action, per the Policy on Academic Standing.

VII. SPECIAL CIRCUMSTANCES

A. Multiple Credit Pending Designations

If a student has more than two CPs in a single academic year, the presumptive action is a referral to the SAC. If a student has two or fewer CPs but a cumulative pattern of difficulty, the LRC will consider this in creation of Learner Remediation Plan.

B. Professionalism Deficiencies

A serious breach of professionalism will result in an immediate SAC referral.

C. Interactions with Course Repetition

- Remediation is available **only on the first attempt** of a course.
- During a course repetition (second attempt), any failure of a subcomponent results in a final grade of Fail (F).
- When the SAC orders a course repetition, any unresolved CPs for other courses convert to a Fail (F), and those courses must also be repeated.

VIII. ACADEMIC SUPPORT DURING REMEDIATION

Students undergoing remediation are strongly encouraged to utilize all available support resources, including academic coaching, tutoring, and counseling services. The LRC may require engagement with specific support services as part of the Learner Remediation Plan.

IX. DOCUMENTATION & RECORD-KEEPING

Table 3: Documentation of Remediation

Item	Details
Academic file	All Learner Remediation Plans, correspondence, and outcomes are maintained in the student's confidential academic file.
Transcript	The temporary CP grade is replaced by the final grade of P or F. CP does not appear as a final grade.
MSPE	Adverse actions will be reported on the MSPE.
Course repetition	The original Fail and the grade from the repeated course appear as separate entries on the transcript.

X. PROCEDURES

This section outlines the operational steps for the remediation process.

A. Initial Review and Learner Remediation Plan Development

1. **Notification:** The LRC is notified of all CP designations within **one (1) business day** of grade release.
2. **LRC Review:** The LRC convenes to review the case within approximately **seven (7) business days**.
3. **Determination & Communication:** The LRC communicates details of the Learner Remediation Plan to the student in writing within approximately **two (2) business days** of its meeting.
4. **Student Acknowledgment:** The student receives the plan and must acknowledge receipt and understanding in writing.

C. Timing of Remediation Activities

Specific dates are established in the Learner Remediation Plan. General timing requirements are as follows:

Table 4: General Timing of Remediation

Phase	Timing Requirement
First 100 Weeks — Year 1	During designated remediation periods or during the summer following the first year, following the completion of <i>Continuity and Change: Homeostasis</i> , and prior to August 15th. Any <i>Challenges, Privileges and Responsibilities (CPR)</i> reassessments must be completed by the end of the first week in July.
First 100 Weeks — Year 2	For any second-year course except <i>Transitions</i> , remediation must be completed during designated remediation periods. All reassessments for second-year courses except <i>Transitions</i> must be completed and passed prior to taking USMLE Step 1.
Second 100 Weeks	Within the timeframe specified in the individual Learner Remediation Plan.

Key Rule: Students may not advance to a subsequent academic year until all CP designations are resolved. In rare, exceptional circumstances, the LRC may approve a modified timeline.

XI. POLICY MANAGEMENT

Table 5: Policy Administration

Element	Details
Executive Stakeholder	TBD
Oversight Office	TBD
Review Cycle	Every [3] years or as needed
Related Policies	• Grading Policy • Policy on Academic Standing and Probation • Statement of Professionalism