



Policy Title

United States Medical Licensing Examination

Identifier

USCSOMG – ACAF – 3.05

Prepared by: Office for Academic Affairs	
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LCME Standards

10.3- Policies Regarding Student Selection/Progress and Their Dissemination

Scope

University of South Carolina (USC) School of Medicine Greenville students

Policy Statement

Students in the USC School of Medicine Greenville are required to pass the United States Medical Licensing Examination (USMLE) Steps 1 and 2 prior to graduation. Students are required to pass Step 1 in order to officially be promoted to the third year, although they may begin clerkships while awaiting a score. Students are permitted a maximum of three attempts at Step 1 and at Step 2. Failure on the third attempt at Step 1 or Step 2 will render students subject to dismissal from the USC School of Medicine Greenville.

Reason for Policy

USC School of Medicine Greenville students must adhere to established USMLE application procedures and timelines in order to allow sufficient time for score reporting prior to promotion deadlines.

LCME requires that the faculty of a medical school establish criteria for student selection and develop and implement effective policies and procedures regarding, and make decisions about, medical student application, selection, admission, assessment, promotion, graduation, and any disciplinary action. The medical school makes available to all interested parties its criteria, standards, policies, and procedures regarding these matters.

Procedures

USMLE Step 1: Rising M3 students are required to complete applications for Step 1 in sufficient time to ensure a test date prior to the start of M3 Orientation (typically the first week of May, refer to the USC School of Medicine Greenville Academic Calendar). All students are required to complete the Comprehensive Basic Science Exam (CBSE) once during their M2 Year and once after the conclusion of M2 Year to determine readiness prior to sitting for Step 1. Students must take Step 1 prior to beginning third-year clinical clerkships. Students will not be officially promoted to the M3 Year until they achieve a passing score on Step 1.

A student who is unsuccessful on a first attempt at Step 1 will be required to meet with the Associate Dean for Curriculum and be placed on administrative leave of absence. If the student has completed at least half of the clerkship, the student may be given the option to complete that clerkship before being placed on administrative leave of absence. Under this circumstance, the student will receive an Incomplete for the Clerkship which will convert to a grade once the student achieves a passing Step 1 score. A student will be allowed to re-enter clerkships while awaiting results of their second attempt on Step 1.

A student who is unsuccessful on a second Step 1 attempt will immediately be placed on an administrative leave of absence. He/she will re-enter the M3 year of medical education once a passing Step 1 score is verified. A student who is unsuccessful on a third and final attempt at Step 1 will be recommended for dismissal.

USMLE Step 2: Rising M4 students are expected to complete applications for USMLE Step 2 Clinical Knowledge (CK) in sufficient time to ensure test dates by early October (see M4 Academic Calendar for details). Students must complete all M3 coursework prior to taking Step 2 Clinical Knowledge (CK). All students are required to complete the Comprehensive Clinical Science Exam (CCSE) at the conclusion of the clerkship year to determine readiness prior to sitting for Step 2. Students will be notified of the specific dates available for the CCSE. Any fourth-year student who is unsuccessful on a first or second attempt at Step 2 CK is expected to complete an application for reexamination in sufficient time to ensure a test date that will allow sufficient time for the score to be reported prior to Match List preparation in February so the student can be certified for the Match. Students must have a passing score on Step 2 CK in order to graduate.

Clinical Performance Exam (CPX): Students must pass the Clinical Performance Exam (CPX) prior to being certified for the Match.

Sanctions

Failure to adhere to USMLE application procedures and timelines will result in referral to the Student Evaluation and Promotions Committee (SEPC).

Additional Contacts

Office for Student Affairs and Admissions

Office for Academic Affairs

Related Information

USC School of Medicine Greenville Student Handbook

USCSOMG – ACAF – 4.00 Student Evaluation, Remediation, Requirements for Promotion and Appeal

USCSOMG – ACAF – 4.02 Leave of Absence and Withdrawal

History

Date of Change	Change
January 2023	Updated to make CCSE exam mandatory
April 2021	Updated requirements by removing Step 2 CS.
May 2019	Clarified that students must complete M3 coursework prior to taking Step 2, editorial changes made due to branding updates and titles
Dec 2018	Policy formalized into standardized template, LCME CQI