Policy Title
Length of Exam Policy

Identifier
USCSOMG – ACAF – 7.02

Prepared by: Office of Academic Affairs  Date: 08/13/2018
Reviewed by: Assistant Dean of Academic Affairs  Date: 08/21/2018
Approved by: USCSOMG Policy Review Committee  Date: 08/21/2018
Communicated to: USCSOMG Faculty, Students, and Staff  Date: 12/21/2018
Effective Date: 12/21/2018

LCME Standards
Not Applicable

Scope
University of South Carolina (USC) School of Medicine Greenville faculty.

Policy Statement
The Department of Biomedical Sciences in conjunction with the Office of Academic Affairs standardizes exam policies and procedures for the M1 and M2 academic years. The Length of Exam policy provides an outline for the length of written exams in the M1 and M2 academic years.

Reason for Policy
The purpose of this policy is to provide USC School of Medicine Greenville faculty with parameters for M1 and M2 module written exams excluding laboratory exams and EMT. The parameters contained within this policy are designed to prepare students for the amount of time allotted per question on the USMLE Step 1.

Procedures
For the M1 year — prior to winter break — students are allotted two minutes per question. After winter break, M1 students are allotted one minute and forty-five seconds per question. For the M2 year — prior to winter break — students are allotted one minute and forty-five seconds per question. After winter break, M2 students are allotted one minute and thirty seconds per question. The allotted time applies to both summative and formative exams. All sessions on both formative and summative exams should have equal representation (i.e. equal number of questions asked per hour). The minimum number of questions per one hour session should be two with a maximum of four.

The maximum length of time for a summative exam is four hours.

Sanctions
Not Applicable

Additional Contacts
Office of Academic Affairs
Related Information
USMLE Step 1

History
- Date of Change: 08/13/2018
- Change: moved to standard template for policies
- Reason for Change: Developed LCME self-study