Policy Title
United States Medical Licensing Examination

Identifier
USCSOMG – ACAF – xx

Prepared by: Office of Academic Affairs  Date: xx/xx/2018
Reviewed by: Assistant Dean of Academic Affairs  Date: xx/xx/2018
Approved by: USCSOMG Policy Review Committee  Date: xx/xx/2018
Communicated to: USCSOMG Students  Date: xx/xx/2018
Effective Date: xx/xx/2018

LCME Standards

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

Policy Statement
Students in the School of Medicine 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 School of Medicine.

Reason for Policy
The purpose of this policy is to provide USC School of Medicine students clarity on institutional expectations.

Procedures
Timelines: Students must adhere to established application procedures and timelines in order to allow sufficient time for score reporting prior to promotion deadlines.

USMLE Step 1: Second-year students are required to complete applications for Step 1 during the second year in sufficient time to ensure a test date prior to the start of M3 Orientation. Students must take Step 1 prior to beginning third-year clinical clerkships.

Any student who is unsuccessful on a first attempt at Step 1 will be pulled from the clinical clerkship and placed on administrative leave upon return of the score, unless the student has completed at least 5 weeks of the clerkship. In this situation, the student will be given the option to complete that clerkship and will then be placed on administrative leave. The student will receive an Incomplete for the Clerkship which will convert to a grade once the student has a passing Step 1 score. A student will be allowed to re-enter clerkships while awaiting a Step 1 score.

Any second-year student who is unsuccessful on a second attempt at Step 1 will immediately be placed on an administrative leave of absence until a third attempt is completed. He or she will re-enter the M3 year of
medical education once a passing Step 1 score is verified. Any second-year student who is unsuccessful on a third and final attempt at Step 1 will be immediately reviewed by the SEPC and is subject to dismissal.

**USMLE Step 2:** Fourth-year students are expected to complete applications for USMLE Step 2 Clinical Knowledge (CK) and Clinical Skills (CS) in sufficient time to ensure test dates by October 1. Any fourth-year student who is unsuccessful on a first or second attempt at Step 2 CK and/or CS 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.

**Sanctions**
Referral to the Honor and Professionalism Council (HPC) and/or Student Evaluation and Promotions Committee (SEPC)

**Additional Contacts**
- Office of Student Affairs
- Office of Academic Affairs

**Related Information**
- USC School of Medicine Greenville Student Handbook
- LOA, Administrative Leave and Withdrawal Policy

**History**
- Date of Change: xx/xx/xxxx (effective date)
- Change: Move to standardized template
- Reason for Change: LCME CQI