

DOCTOR OF PHARMACY PROGRAM COURSE REMEDIATION POLICY

According to the Pitt Pharmacy Policy for Academic Progression of Students in the Doctor of Pharmacy Degree Program, which describes the process for grade assignments and actions for academic progression and/or academic probation, each student who completes a course in the program will be assigned the grade earned at the end of the semester.

The following policy and procedure will apply to a student who meets criteria stated below and who wishes to attempt to improve earned grades less than “C-“. However, courses with pass/fail, H/S/U, or S/U grading schemes are not eligible for remediation. Additionally, students assigned grades of “I” or “G” may be eligible for remediation once final course grades are assigned IF remediation can be completed within the summer timetable described below.

Remediation of a course is strictly voluntary, and a student may choose not to participate in remediation.

This Course Remediation Policy applies to a student with an earned grade less than “C-“, and who meets all the following criteria:

- Demonstrated competency in some but not all areas required for passing the course at the level of “C-” or higher.
- Adhered to any signed Academic Performance Improvement Plan (PIP).
- Utilized academic resources such as tutoring and meetings with teaching assistants or faculty or other support resources.
- Attended class regularly as part of a PIP

This Course Remediation Policy does not apply to a student who:

- Failed most major course assessments including examinations, projects, major assignments, and capstones.
- Earned a final course grade that is greater than 2 standard deviations below the class average
- Earned a failing course grade due to a violation of academic integrity standards or code of conduct for professional students.
- Earned a course grade of “U” (unsatisfactory)
- Refused to participate in invited meetings with coordinator(s) to discuss and develop a PIP or who failed to fulfill the terms of a PIP co-developed by the faculty and student.

A student may be offered a **focused assessment remediation plan** or a **full course remediation plan**, as described below. Decisions about eligibility for remediation are the Academic Performance Committee (APC) and the course coordinator’s joint responsibility following these guidelines.

The student indicates willingness to participate in any offered Course Remediation Plan through signature on the written plan (see Appendix), with a copy retained by the coordinator and copies forwarded to the APC Chair, the PharmD program director and the Associate Dean for Student Success, who will retain the document in the student’s file in the John P. and Constance A. Curran Student Center until the plan is completed or is revoked by the student.

A Focused Assessment Remediation Plan may be offered using the process described above after the course grade is assigned and if the student meets the criteria for remediation. This focused plan is applicable only if a student had poor performance on **a single assessment** during the course.

- A student will be offered an opportunity to retake a comparable assessment (format to be determined by the faculty) within 2 weeks of the start of the Spring Term (in the case of remediating a Fall course) or within 2 weeks of the start of the Summer Term (in the case of remediating a Spring course).

- A student who chooses to remediate (through signature on a stated plan as described above) must be self-directed in review of course materials and in preparation for the planned re-assessment. Course faculty will make themselves available for student questions or meetings, if requested, prior to re-examination.
- Following the assessment, a final course grade will be re-calculated using the re-examination score.
 - When a course grade does not utilize +/- grade format, the student must achieve a grade of "C" or higher; a grade of "C" is the highest grade that can be achieved with remediation in those courses.
 - When a course grade utilizes +/- grade format, a student who is successful in achieving a grade of "C-" will have their course grade updated to "C-" (the highest grade that can be achieved with remediation in those courses.)
- A student who is unsuccessful in earning the indicated grade will be offered full course remediation as described below.

A Full Course Remediation Plan may be offered using the process described above after the course grade is assigned and if the student meets the criteria for remediation. A full course remediation plan is appropriate if a student had poor performance on more than one course assessment OR if the student is not successful in earning the higher grade as detailed during Focused Assessment Remediation.

- Eligible students will only be permitted to remediate up to two courses (**per academic year**) during Summer semester.
- Course remediation must begin within 2 weeks of the start of the Summer semester. The maximum length of each course remediation is 6 weeks. Remediation will not occur during other academic semesters.
- Regardless of whether the student is remediating 1 or 2 courses, all remediation work and grade assignment must be completed by the deadline determined by the faculty but cannot extend beyond July 15. In addition, remediation work and final grade assignment must be resolved at least 4 weeks prior to scheduled experiential learning activities in order to provide sufficient time for a site to review of student materials.
- Specific details surrounding the requirements for success during full course remediation will be determined on a case-by-case basis by the course coordinator(s) in consultation with the APC. Required remediation assessments will be determined from prior course performance and may be focused in key areas or encompass all course assessments. All assessments will be comparable in content as those used during the course, but they may vary in format. Specific details regarding format and number of assessments as well as all requirements for remediation success will be defined and shared with the student in writing in advance.
- A student who chooses to remediate must be self-directed in review of course materials and in preparation for all assessments. Course faculty will make themselves available for student questions or meetings, if requested.
- A final course grade will be re-calculated using all assessment scores.
 - When a course grade does not utilize +/- grade format, the student must achieve a grade of "C" or higher; a grade of "C" is the highest grade that can be achieved with remediation.

- When a course grade utilizes +/- grade format, a student who is successful in achieving a "C-" will have their course grade updated to "C-" (the highest grade that can be achieved with remediation.)

Appendix: Course Remediation Plan – FOCUSED ASSESSMENT

Date _____

Course _____ **PHARM** _____, Term **Fall/Spring 20** _____

Student _____

The faculty and staff in the School of Pharmacy are committed to student success and aspire for all students to perform well academically. To provide you with an opportunity to remediate your grade in this course, we have met and have agreed that you will do the following:

Focused Assessment Remediation

- Re-watch all lecture and/or course recordings related to the material being re-assessed
- Be self-directed in review of course materials, including readings. and in preparation for the planned re-assessment.
- Reach out to course faculty to schedule a meeting to discuss questions about the material prior to re-examination, if desired
- Complete a test/quiz on _____ with a score of at least _____% on _____ (date/time). (Note this date must be within 2 weeks of the start of the Spring Term (in the case of remediating a Fall course) or within 2 weeks of the start of the Summer Term (in the case of remediating a Spring course).
- Complete assignments on _____ with scores of at least _____ on _____ (date/time). (Note this date must be within 2 weeks of the start of the Spring Term (in the case of remediating a Fall course) or within 2 weeks of the start of the Summer Term (in the case of remediating a Spring course).
- Complete other assessment activities on _____ with scores of at least _____ on _____ (date/time). (Note this date must be within 2 weeks of the start of the Spring Term (in the case of remediating a Fall course) or within 2 weeks of the start of the Summer Term (in the case of remediating a Spring course).
- Other _____

Following the assessment, a final course grade will be re-calculated using the re-examination score.

I **agree** to the plan outlined above.

I **reject** the plan outlined above.

----- Student Signature / Date

----- Faculty Signature / Date

A copy of this written and signed plan will be retained in the student's file (as described in the policy) until the plan is completed. In the event the student is not adherent to the plan or is unsuccessful, then the course coordinator(s) will notify the PharmD Program Director, Associate Dean of Student Success and the APC Chair.

Appendix: Course Remediation Plan – FULL COURSE

Date _____

Course _____ **PHARM** _____, Term **Fall/Spring 20**_____

Student _____

The faculty and staff in the School of Pharmacy are committed to student success and aspire for all students to perform well academically. To provide you with an opportunity to remediate your grade in this course, we have met and have agreed that you will do the following:

- Full Course Remediation** – to be completed during summer term and prior to July 15th.
 - Re-watch all lecture and/or course recordings related to the material being re-assessed
 - Be self-directed in review of course materials and in preparation for the planned re-assessment.
 - Reach out to course faculty to schedule a meeting to discuss questions about the material prior to re-examination, if desired
 - Complete a test/quiz/assignment/assessment activity on _____ with a score of at least _____% on _____ (date/time).
 - Complete a test/quiz/assignment/assessment activity on _____ with a score of at least _____% on _____ (date/time).
 - Complete a test/quiz/assignment/assessment activity on _____ with a score of at least _____% on _____ (date/time).
 - Complete a test/quiz/assignment/assessment activity on _____ with a score of at least _____% on _____ (date/time).
 - Other _____
 - Other _____

Following the full course assessment, a final course grade will be re-calculated using all remediation assessment scores.

I **agree to** the plan outlined above. I **reject** the plan outlined above.

----- Student Signature / Date

----- Faculty Signature / Date

A copy of this written and signed plan will be retained in the student's file (as described in the policy) until the plan is completed. In the event the student is not adherent to the plan or is unsuccessful, then the course coordinator(s) will notify the PharmD Program Director, Associate Dean of Student Success and the APC Chair.