

**\* Conditions for Taking Basic Sciences Comprehensive and Pre-internship Exams**

<b>The First Comprehensive Exam</b>	Passing 46/5 credits of Basic Sciences (excluding common courses) and at least 8 credits from General courses in the first stage. Student's average score must not be below 12. Chances for taking Basic Sciences Comprehensive Exam: 3 times
<b>The Second Comprehensive Exam</b>	1) Passing theoretical courses in Clerkship stage (31 credits) Passing common theoretical courses between Physiopathology and Clinical Clerkship (7 credits from Specialized courses) 2) Acquiring a minimum GPA of 14 out of 20 from the above courses and passing all the General courses 3) Submitting thesis 4) Chances for taking the Second Comprehensive Exam

If the student fails to acquire passing score in the Basic Sciences Comprehensive Exam during 4 years or fails to accomplish the first and second stages within 5 years, s/he will be deprived of continuing her/his studies in MD program.

Students who are unable to complete Clinical Clerkship stage in 2 years or unable to finish the third and fourth stages in 5 years, by the approval of the university's Education council, the academic period can be extended for a maximum of 12 months. (provided that the allowed time for the student's education is not over)

**Requirements for Entrance to the Second, Third and Fourth Stages**

<b>Entrance Requirement for the Second Stage</b>	Successfully passing the first Comprehensive Exam
<b>The third stage (Clinical Clerkship)</b>	1- Passing at least 29 credits from Specialized Courses of the second stage 2- Passing all common courses in Basic Sciences and Physiopathology 3- Acquiring the average of 12 in the above-mentioned courses
<b>The fourth stage (Internship)</b>	Passing the second Comprehensive Exam

**Comprehensive Exam Schedule**

<b>The First Comprehensive Exam</b>	At the end of the first stage
<b>The second Comprehensive Exam</b>	At the end of the third stage
<b>The Clinical Competency Exam</b>	During Internship or at the end of Internship Note: Passing this exam is obligatory for graduation.



**Kermanshah University of Medical Sciences**

**Faculty of Medicine**

**EDUCATIONAL REGULATIONS FOR MD STUDENTS (2017)**

MD program includes four stages as follows:

1. Stage one: Basic Sciences
2. Stage two: Physiopathology
3. Stage three: Clinical Clerkship
4. Stage four: Rotational Internship

The third and fourth stages of each academic year include clinical and theoretical courses.

**\* Assessment of Student's Academic Progress**

Assessment of student's progress in each subject is based on class attendance and educational activities as well as the result of mid-term and final exams. Professors evaluate students' achievement for each course.

<b>The minimum passing score for the first and second stages</b>	1) General Courses: 10 Specialized Courses: 12 Total Average (1 <sup>st</sup> & 2 <sup>nd</sup> stages): 12
<b>The minimum passing score for the third and fourth stages</b>	2) Specialized and Clinical Courses: 12 Total Average (3 <sup>rd</sup> & 4 <sup>th</sup> stages): 14
<b>The result of Medical Ethics courses assessment is determined qualitatively and is not calculated on the GPA.</b>	

### Subjects (Pass/Fail)

If a student fails a subject and retakes and passes it with a score 16 or higher, the score of the failed subject will not be counted in GPA. This rule can be applied only four times in all semesters.

If a student fails the same subject for the second time, none of the failed score will be counted in GPA.

### Thesis Submission

1) The thesis is a part of degree program in which students are obliged to carry out research in a field related to their major under the supervision of supervisors.

2) Students of the degree program, after passing 120 subject credits, must take this course and submit the topic of their thesis within a year.

3) All students are obliged to defend their thesis in last semester, and failure to do so will result in the students being fired.

4) The number of credits and score of thesis will be recorded in the last semester, and the students are exempted from observing the maximum allowed number of credits in the last semester.

5) Students will graduate when they pass all their subject credits including their thesis.

6) If the students cannot submit their thesis during specific allowed period, they cannot participate in pre-internship exam until they submit their thesis.

7) It must not take less than one year to submit the topic of the thesis and defend it.

### Note:

The whole semester in which the students take their thesis for the first time is the basic semester, and all students are obliged to defend their thesis in last semester of permitted educational course. Delay in defending the thesis violates the educational regulation.

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### Subject Addition and Withdrawal

Two weeks after the beginning of a semester, students can withdraw two taken subjects and add two new subjects, or substitute two taken ones by two other subjects, provided that the number of their remaining credits is not less than 12 in each semester in a degree program.

Due to "Addition and Withdrawal" period, absence in class sessions during first two weeks is not permitted, and absence during this time will be counted in the number of absence hours.

Addition and withdrawal in summer courses is not permitted. In the cases of emergency, upon the recommendation of the Department and the confirmation the education council of Faculty, students can withdraw only a single theoretical subject.

### Academic Leave

After passing one semester, students can apply for academic leave under the following conditions:

In the first and second stages	At most 2 semesters, consecutive or alternative
In the third and fourth stages	At most 6 months, consecutive

The academic leave will be counted in the whole duration of the study program.

The request of academic leave should be delivered to Education Department:

In the first and second stages	in two weeks before the semester enrollment
In the third and fourth stages	two weeks before the beginning of every clinical training

### Transfer Policy for Students

1) The students should pass 2 semesters and then hand in their transfer request.

2) Home and Host universities should agree upon the student's transfer request for one or more than one subject which is not less than 2 credits and a semester with more than 12 and less than 20 credits.

3) If the score of a subject is less than 12, the student must take the subject again.

4) Total number of credits to be passed at Host University should not exceed 40% of total number of credits in the whole program.

### \* The permitted number of credits in each semester of the first and second stages

1) Students in each semester can take at least 12 and at most 20 credits. It is at most 6 credits for summer period.

2) If the student acquires a minimum GPA of 17 out of 20 in a semester, by the agreement of the supervisor and the Faculty, s/he can take a maximum number of 24 credits in the next semester.

3) In the case of having a maximum number of 24 remaining credits for graduation, students can take all the above-mentioned remaining credits, provided that they have not been in probationary status.

### Attendance Policy

Students are expected to attend and to be on time for all scheduled classes, seminars, examinations and laboratories, clinical labs and courses.

For Theoretical Courses: Students' absent hours must not exceed 4/17 for illness or non-avoidable reasons.

For Practical/Laboratory Courses: Students' absent hours must not exceed 2/17 for illness or non-avoidable reasons.

For Clinical Course: Students' absent hours must not exceed 1/17 for illness or non-avoidable reasons.

If students' absence exceeds the permitted hours, the score for those subjects will be zero and students must retake the subject. Students' absence can be justified by presenting reliable document under the discernment and confirmation of the education council of Faculty, and Vice Chancellor for Education, if required. If a student's absence is justified, the subject can be withdrawn and the student must retake that subject.

Unjustified absence in a subject's final exam is considered as a score of zero in that exam. The education council of Faculty can decide if the absence is justified or not.