



**NOORDA COLLEGE**  
of OSTEOPATHIC MEDICINE

Policy Name:	Preclinical Exam Retake Policy
Approval Authority:	Dean's Council
Responsible Executive:	Associate Dean for Academic Affairs
Responsible Office(s):	Office of Assessment
Effective:	July 2023
Last Revised:	December 2023

## Preclinical Exam Retake Policy

### Policy Statement

Policy outlines expectations for remediation and reassessment of failed course examinations at Noorda College of Osteopathic Medicine (Noorda COM).

### Entities Affected by the Policy

Academic Affairs  
Students  
Clinical Affairs

### Policy Procedures

Noorda COM students that fail an exam may request the opportunity to retake that exam one time. A retake may be allowed up to three times in the preclinical years starting in July 2023. Retake exams may include different questions than on the original exam. Retake examinations are not mandatory but must be requested from the Assessment Department and taken within five (5) working days after score release.

A passing score on the exam retake will be recorded as a 70% and used in determining the course final grade. If a student fails an exam retake the score from the highest attempt will be used in determining the course final grade. Failure of a fourth exam (including retake exams) will result in a referral to SPC (Student Promotion Committee) for evaluation and recommendations to promote student success.

### Definitions

#### **PACC**

Professionalism, Academic and Clinical Committee

**SPC**

Student Promotion Committee

**Responsibilities**

Associate Dean for Academic Affairs  
Assistant Dean for Assessment  
Director of Learning Services  
Professional, Academic and Clinical Committee (PACC)  
Student Promotion Committee (SPC)

**Policy Violations**

**Interpreting Authority**

Assessment and Outcomes Sub-Committee

**Statutory or Regulatory References**

**Relevant Links**

**Policy Adoption Review and Approval**

Dean's Council