

## Academic Standards

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### I. MD/PhD Application

An applicant to the MD/PhD Program must meet the minimum requirements for the College of Medicine and the Graduate College in addition to the specific requirements for the MD/PhD Program.

- A. **College of Medicine Requirements.** An MD/PhD applicant must apply for admission to the College of Medicine through the American Medical College Application Service (AMCAS). College of Medicine's minimum requirements are:
1. U.S. citizen or a permanent visa holder.
  2. GPA of 3.0 or better.
  3. Medical College Admission Test (MCAT) average score of 508 (85%) or better.
  4. Letter grade of "C" or better in prerequisite courses. Pass/Fail grading, CLEP courses, and advanced placement are accepted if a subsequent higher course is taken for a grade.
  5. Minimum of 90 college hours to include verification of the following (completed by matriculation):
    - a. General Zoology/Biology (including lab): One semester.  
General Chemistry: Two semesters.  
Organic Chemistry: Two semesters.
    - b. Physics: Two semesters.
    - c. Histology, Genetics, Embryology, Cellular Biology or Comparative Anatomy (any): One semester.
    - d. English: Three semesters.
    - e. Anthropology, Psychology, Sociology, Philosophy, Humanities and Foreign Languages (any combination): Three semesters.

Supplemental information also required for application to the College of Medicine includes:

6. Letters of Recommendation - One premed committee letter and one faculty letter or three faculty letters ("faculty letter" is defined as one written by a college/university faculty member who has instructed candidate at a college/university level).
  7. Letter from program director or chair stating "good standing" and support for application if currently enrolled in a graduate degree program.
  8. If applicant is a nonresident then documentation in the form of a letter outlining ties to the state of Oklahoma is required.
- B. **MD/PhD Requirements.** MD/PhD applications are screened by the program directors who may request assistance from the Advisory Committee. An applicant must fulfill the following requirements:
1. Acceptance into the College of Medicine and the Graduate College.
  2. Experience in research with a minimum of two summers or one year.

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3. Completion of a baccalaureate degree from an accredited university or college.
4. Submission of three letters of recommendation from faculty who can attest to research experience and skills. These letters are separate from and in addition to the recommendation letters required of the College of Medicine.
5. Complete and submit by October 1 the OUHSC MD/PhD Program application and \$25.00 filing fee.

### C. Graduate Student Application.

1. An application will be considered from a graduate student prior to completing the general examination and admission to candidacy.
2. If an applicant is currently enrolled in a graduate degree program, a letter from the program director or department chair stating that the applicant is in good academic standing and has the approval of the program must be received by October 1.
3. A graduate student will not be accepted after the dissertation research has begun.

D. **Medical School Application.** Applications from medical students will be considered through the Fall of their second year as long as the students possess research experience and meet the October 1 deadline.

## II. Interviews

An applicant may be offered an interview based on an initial screening for meeting program standards that include academic potential, intellectual curiosity, and evidence of research experience.

The MD/PhD interview is coordinated with the College of Medicine interview and will usually occur in November or January prior to the June matriculation.

The day includes interviews with members of the Advisory Council, a tour of campus, activities with existing participants, and laboratory tours with potential mentors.

## III. Selection

The Advisory Council members conducting the interviews submit narrative comments and recommendations of acceptance, deferral, or refusal to the other Advisory Council members. Results of the interview process are coordinated with the College of Medicine acceptance and letters of offer are sent.

Selection results in concurrent enrollment in the College of Medicine and the Graduate College at matriculation.

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An applicant refused by the program may still pursue the dual degree program without stipend if accepted by the College of Medicine and a graduate program.

### IV. Admission

An applicant offered a position in the MD/PhD Program is required to:

- A. Submit acceptance or refusal to the MD/PhD Program by April 1 before expected matriculation.
- B. Contact the Program Directors to arrange a summer lab research rotation.
- C. Submit acceptance to the College of Medicine (including \$100 fee to hold position).

### V. Withdrawal

- A. **MD/PhD Program.** The deadline to withdraw acceptance is April 15th.
- B. **College of Medicine.** The deadline to withdraw acceptance and receive the return of the \$100 acceptance fee is May 15th. Withdrawals after May 15th forfeit the \$100 acceptance fee.

### VI. Notification of Departments

Upon the completion of the admissions process, a letter of notification will be sent to the Graduate College, all Graduate Liaison faculty, and the director of interdisciplinary programs notifying them of the new program participants.

### VII. Design of Course Study

The traditional program pathway is two summer of laboratory experience, two years of medical school plus United States Medical Licensing Exam (USMLE) Step 1, three years or more of graduate education and completion of dissertation, medical school for the completion of years three and four, USMLE Step 2, and participation in the National Residency Match Program (NRMP).

Prior to the years of graduate education and as early as the first year of medical school, the student may select a department or area of study for the graduate program. Upon acceptance to the laboratory and the program, the individual designated as the Graduate Liaison for the department or program assumes the academic advising process. The major professor selection must have the approvals of the MD/PhD program directors and the departmental program. All MD/PhD students are required to submit an application for an F30 award from the National Institutes of Health.

For purposes of career selection and advice for residency programs, the student will select or can be assigned additional faculty who serve as resource to the student.

### VIII. Advising

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Enrollment in medical school is prescribed and the advising will focus on academic preparation and opportunities to interface the medical school curriculum with graduate, research activities such as seminars, journal clubs, and GREAT (Graduate Research Education and Technology Symposium sponsored by the Graduate Student Association each spring semester) participation.

A student may have several sets of academic advisors. Each student will work with one of the two program directors serving as a faculty advisor for the first and second year of enrollment in medical school.

Counseling notes will reside in the student's credential file for the MD/PhD program and in the College of Medicine Student File.

Each PhD program has an advisory committee to meet student's needs. This committee may be in addition to the student's dissertation committee. Completion of the graduate program returns the student to the counsel of the medical school faculty.

### **IX. Financial Commitment of the Program**

- A. **Tuition and Stipend (Stipend is \$30,000/year).** During the four-years of medical school and the first and second summer research rotations, the tuition and stipend are borne by the MD/PhD Program. Beginning July 1 of the third summer research rotation and continuing through the PhD track, the tuition and stipend are borne by the student's Graduate Department.
- B. **Fees.** The cost of University-assessed fees is borne by the Program during the four-years of medical school and the first and second summer research rotations. The responsibility for paying the University-assessed fees during the PhD track is upon the student. The Graduate Mentor and/or the Graduate Department may elect to pay the University-assessed fees, but are under no obligation to do so.
- C. **Health Insurance.** University policy requires all students to carry appropriate health insurance coverage. Students have the option of purchasing the OUHSC student health insurance plan or providing proof of acceptable insurance coverage by a recognized health insurance provider.

While in medical school and the summer research rotations, the cost of health insurance is borne by the student.

The student's Graduate Mentor and/or the Graduate Department may pay for the student's health insurance during the PhD track, but this is at the discretion of the Graduate Mentor and/or the Graduate Department and neither is under any obligation to pay for the student's health insurance.

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The following table identifies the commitment to cover particular costs associated with the training.

Assignment	Paid By	Costs Paid
Summer Rotation 1	MD/PhD Program	Stipend, tuition, & fees
MS: Year 1	MD/PhD Program	Stipend, tuition, & fees
Summer Rotation 2	MD/PhD Program	Stipend, tuition, & fees
MS: Year 2	MD/PhD Program	Stipend, tuition, & fees
Summer Rotation 3 / Begin PhD	MD/PhD Program through June 30. Graduate Department beginning July 1.	Stipend, tuition, & fees
PhD Track	Graduate Department	Stipend, tuition, & fees
MS: Year 3	MD/PhD Program	Stipend, tuition, & fees
MS: Year 4	MD/PhD Program	Stipend, tuition, & fees

### X. Transfer Credit

The acceptance of transfer credit from another institution for a graduate degree program at The University of Oklahoma Health Sciences Center is determined in accordance with the criteria outlined for each program. Individualization of the review process is required.

### XI. Participation in Program Activities

As recipients of the stipend and financial support for enrollment, MD/PhD students are required to attend the planned activities of the program.

In addition to seminars as part of the course requirements, attendance/design of speaker's programs, hosting of guest speakers and participation in the admissions process are important, required contributions to the program. All such activities will be clearly defined for the students.

### XII. Standards of Performance

Standards for academic performance must meet or exceed the standards posed by all programs participating in the MD/PhD degree. The Graduate College policy states that all graduate students, regardless of admission status, are required to maintain a grade point average of 3.00 or

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greater in all graduate course work completed. If a student's academic record includes enrollment in more than one graduate degree and/or certificate program, the student must maintain a grade point average of 3.00 or greater in each program. This is a different scale than is used for the professional MD degree.. Therefore, MD/PhD students are expected to maintain a to Pass all preclinical courses without remediation and pass USMLE by September 1 of the Fall Semester of the first year of the Graduate School portion of the program

Students should be aware that acceptance into specific graduate programs following the medical school phase of their coursework may require a grade point average above a 3.0.

It is the right of the graduate program into which the student is accepted to determine whether medical school coursework will be accepted for credit.

### **XIII. Repeat Coursework**

Students cannot repeat graduate course work in which they have received a passing grade (A, B, C, or S) unless the department requires a "B" minimum. For grades of D or F, both the original grade and the repeat grade will be included in the calculation of the grade point average.

### **XIV. Academic Evaluation**

There will be an annual review of all MD/PhD participants based on performance standards of both programs. The Graduate College and the College of Medicine performance standards must be met for continued participation in the MD/PhD program. (See section "Standards of Performance"). The Advisory Council for the MD/PhD program will provide such review.

The faculty has the prerogative of recommending advancement to the next stage of the program, can impose a probationary status that will appear on the transcript of the individual, and can dismiss a student from the program for deficient academic performance, including having to repeat any year of the Medical school program due to failure of 2 or more courses. Consequences of probationary status will be at the discretion of the Advisory Council and individualized for each student based on the student profile. Dismissal will be based on minimum standards for promotion/graduation of the medical college and graduate college.

It is possible for the student to be in good standing with the College of Medicine and still be a probationary student in the Graduate College.

Additionally, dismissal from the MD/PhD program does not automatically jeopardize the student in either enrollment of the MD or graduate degree program.

The College of Medicine, Graduate College, and the involved graduate program will receive the results of the deliberations of the Advisory Council.

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### XV. Probation

- A. **Graduate College.** MD/PhD students are expected to maintain a letter grade of P or H in all College of Medicine coursework that will apply as credit for the PhD degree. An overall GPA of 3.00 is required in all graduate courses attempted.

MD/PhD students will be placed on academic probation if they receive a letter grade of C if their overall graduate GPA falls below a 3.00, if they fail to maintain satisfactory progress as determined by their annual evaluation, or if they receive a grade of U in 6980, Doctoral Dissertation Research.

MD/PhD students placed on academic probation will be evaluated at the end of the following semester. This is the probationary period, during which students must demonstrate satisfactory progress in improving their cumulative GPA and/or academic progress.

The grades of C, D, F, or U prior to completing the probationary period may be grounds for dismissal.

At the end of the probationary period, students who achieve a 3.00 cumulative GPA will be returned to full status. Those who fail to achieve a cumulative GPA of at least 3.00 for all courses awarding grade points may be denied further enrollment after this probationary period.

If students merit an extension of the probationary period, the extension will be considered a second probationary period and the time limit will be specified by the Graduate Dean but may not exceed two consecutive academic terms.

If a student fails to maintain a 3.00 GPA and the rules require probation for a third time, the student will be denied further enrollment and will be dismissed from the Graduate College.

- B. **College of Medicine.** Any student repeating all or part of an academic year or remediating a course is placed on probation for a minimum of one calendar year.

### XVI. Standards of Behavior

Students accepted into and enrolled in the MD/PhD Program are expected to uphold the highest standards of professionalism, integrity, and character within both the University and the community. No program is able to outline expectations and standards in exhaustive terms, but students are expected to exhibit accountability, honesty, respect for others, personal and professional responsibility, and service.