

## UNDERGRADUATE MEDICAL EDUCATION SCHULICH SCHOOL OF MEDICINE & DENTISTRY

### STUDENT ASSESSMENT FEEDBACK AND RELEASE OF GRADES

**Reviewed:** December 2022

**Approved by:** Curriculum Committee

**Date of Next Scheduled Review:** 2024

#### I. PURPOSE

The expectation of the Doctor of Medicine Program (MD Program) or Undergraduate Medical Education (UME) in the Schulich School of Medicine & Dentistry at Western University is that each student will pass all required assessments in every course.

The principle of students achieving competence in required curricular knowledge and/or skills may require access to learning support and remediation in the event of not passing an assessment. The Program will move to meet this goal by providing timely learner assessment feedback and release of grades.

The purpose of this statement is to outline for MD Program students, faculty and staff the expectations for timely student assessment feedback and release of grades.

#### II. STATEMENT

For all assessments in the MD Program the following will apply:

- a. Student assessment feedback and grades must be released to students *within three (3) weeks* from the date the assessment was completed. Earlier release is encouraged.
  - i. It is the responsibility of the faculty lead and the UME Office to ensure student assessment feedback and release of grades takes place within the three (3) week time frame.
    1. Student Assessment
      - a. Individual assessment grades (e.g. examination results) will be given a numerical mark. Students can access these through the *Gradebook* on the learning management system Elentra (<https://elentra.schulich.uwo.ca/> )

*Marks will not appear on transcripts or other documentation provided by the Western Office of the Registrar*

- b. Final Grades will be recorded on transcripts as Pass/Fail
  - i. Pass: 70% or above (unless otherwise outlined in the course or rotation)
  - ii. Fail: 69% or below
  - iii. Students can access Final Grades through the *Grades* link on Western University's Student Center (<https://student.uwo.ca/>)

Students must pass all course work, assignments and examinations of each course or rotation in the year as defined in the course syllabus. Students who achieve a borderline or failing grade in a specific assessment will be reviewed by the Competence Committee with recommendations for student support through the Learner Experience Office (LEO). Support for academic counselling and remediation will be provided as per the policy outlined in the MD Program statement on **Assessment & Appeals**.

- ii. An individual student's assessment feedback or grades may be delayed in exceptional circumstances at the discretion of the Vice Dean UME outside of the timeframe indicated above. In these situations, the release of student assessment feedback or grades must not be delayed for the entire class. The reason for the delay will be relayed in writing to the student.
- iii. Failure to meet the three-week timeframe will be brought to the attention of the Vice Dean, UME.