

AUBURN UNIVERSITY

HARRISON SCHOOL OF PHARMACY

ACADEMIC GUIDELINES

for Auburn University Harrison School of Pharmacy's Doctor of Pharmacy Program

Effective beginning with the Class entering in August 2017

Updated Aug 11, 2017

1. The Implementation of all guidelines will be in addition to that of existing policies and standards of the University as published in the Current Auburn University Bulletin.
2. Progression of students within the program will be dependent on course grades, benchmark assessments, and other requirements of the program including co-curricular, interprofessional, and practice experiences. Progression decisions are made by the Committee on Academic Requirements and Professionalism (CARP), in conjunction with the Associate Dean for Academic and Student Affairs (ADASA)
3. Early Identification of student pharmacists experiencing academic difficulty during a semester is a goal of the faculty and staff of the school.
 - a. Students' academic and professional performance will be continuously monitored by the Harrison School of Pharmacy's (HSOP) Office of Academic and Student Affairs (OASA) in conjunction with the Office of Teaching, Learning and Assessment (OTLA), and in partnership with the faculty.
 - b. Students identified as having academic difficulties (less than C performance in any required HSOP course, failing to benchmark competencies, or difficulties in achieving curricular/co-curricular competencies) will receive written communication indicating the need for improvement and the need to meet soon with their campus' Coordinator of Student Services to obtain assistance. *Commonly suggested sources of aid include: the course instructor(s), the Curricular Administrator, the HSOP Counselor/other counseling services, PPE faculty mentor(s), and the Coordinators of Student Services.*
 - c. Faculty mentors will be notified of those students on their PPE teams who are experiencing academic difficulty or failing to benchmark required competencies.
4. The following Academic Standards govern Professional students in the Harrison School of Pharmacy.
 - a. Students must maintain a cumulative and per semester HSOP GPA of at least 2.25 in all professional course work. Students who fail to attain a 2.25 HSOP GPA in any academic semester will be placed on academic probation.
 - b. Students who receive a failing grade (F or U) in any professional course work will be placed on academic probation.
 - c. Student receiving two or more failing grades (F or U) in any professional course work will be dismissed from the HSOP for academic deficiency.
 - d. Students should have a cumulative GPA of 2.25 or higher prior to beginning the Advanced Practice Experience portion of the curriculum.
 - e. A minimum cumulative GPA of 2.25, calculated on all professional coursework is required for graduation from the HSOP.
 - f. Students are required to benchmark all program competencies prior to graduation.
5. The following policies and procedures will govern those students who fail to meet the academic standards as outlined in section 4.
 - a. A student who receives a D in any professional course work will receive a letter outlining a notice of Academic Warning from the OASA and will be required to meet with the

AUBURN UNIVERSITY HARRISON SCHOOL OF PHARMACY

Coordinator of Student Services to review his or her academic progress. The letter will outline the expectation that the student's academic performance will improve and include a list of resources for assistance.

- b. Students who are placed on academic probation must successfully complete an academic recovery contract developed with the ADASA and approved by CARP. The contract will be the result of an evaluation of the student to determine the possible reasons for academic difficulty and development of a plan to address the areas contributing to academic difficulty. Academic recovery contracts will be for a minimum of at least the subsequent two semester of enrollment, and include, as appropriate, 1) a revised plan of academic study including courses to be repeated, 2) a statement of academic performance expectations, 3) description of other remedial work required, and 4) description of other actions to be taken by the student to facilitate academic success. Students placed on academic probation for a semester or cumulative GPA below 2.25 are required to achieve semester GPAs of at least 2.25 for each of the following two semester and additional semesters, if necessary, until the cumulative GPA reaches 2.25.
- c. To be removed from academic probation, students must successfully complete all components of their academic recovery contract. Students who do not successfully complete all components of their academic recovery contracts will be reviewed by CARP and may be given a revised plan of study with an amended academic recovery contract, or dismissed from the Harrison School of Pharmacy.
- d. Students receiving more than one D throughout the curriculum will be reviewed by CARP. Such students may be required to complete an academic recovery contract developed with the ADASA and approved by CARP.
- e. Students on academic probation may not be appointed to any School committee or elected to any office in any School organization during the period of probation. Students holding such appointed or elected positions on School committees must resign the position by the first class day of the semester in which they are placed on probation or dismissed from the HSOP.
- f. Any student failing to meet the required benchmark level for a given competency will be required complete remedial work to address the deficiencies identified, and to repeat the assessment after remediation has been completed. The remediation and retesting plan will depend on the specific competency or competencies the student fails to benchmark and will be incorporated into course and other curricular processes under the direction of OTLA. In cases where a student does not benchmark a competency due to failure to complete an assigned activity, the responsible faculty or staff member will complete a professionalism assessment. The assessment will be reviewed by the ADASA, and managed using the HSOP's Professionalism Assessment Policies and Procedures.
- g. Students who fail to benchmark competencies will be reviewed by CARP in the following circumstances:
 - i. Any student who fails to benchmark 25% of the total number of competencies during any semester on their first attempt and earns a D in the corresponding academic work.
 - ii. Any student who fails to benchmark 10% of competencies on their second attempt irrespective of their current course grades.
 - iii. Any student failing to benchmark any competency on their third attempt.
 - iv. Any student requiring a level of remediation felt to necessitate a significant time commitment where deferment of electives may be warranted as determined by the ADASA.
- h. After reviewing such students, CARP, in consultation with OTLA and course instructors, will develop a plan for further remedial work that will be incorporated into academic recovery

AUBURN UNIVERSITY
HARRISON SCHOOL OF PHARMACY

contracts (as outlined in 5b). CARP may also recommend dismissal in cases where students have not shown sufficient progress towards benchmarking competencies.

6. Appeals Processes
 - a. Students who are dismissed from the HSOP may appeal to CARP.
 - b. Students may also appeal the terms of any academic recovery contract developed by CARP.
 - c. Appeals must be submitted in writing within 10 working days (defined as days that the University is open for business) of notification via e-mail of probation, dismissal, or other CARP action.
 - d. Students are encouraged to contact the Coordinator of Student Services for advice concerning the appeal process. They are also encouraged to contact their PPE mentors for letters of evaluation.
 - e. Students may appeal decisions of CARP to the Dean of the HSOP. Such appeals must be made in writing no later than 10 working days after notification via e-mail of a CARP decision.
7. The following policies will be applied to repeating courses in the professional curriculum of the HSOP:
 - a. All F or U graded course work must be successfully repeated the next time the course is offered.
 - b. Students are encouraged to repeat courses in which they received a grade of D, and may be required to do so as a condition of an academic recovery contract.
 - c. A course in which a student receives a grade of C may be repeated only with written permission of the ADASA.
 - d. A course in which a student receives a grade of B or A may not be repeated under any conditions. Courses specifically designated as repeatable in the Auburn University Bulletin are exempt from this standard.
 - e. No required course in the professional curriculum may be repeated more than once unless approved by the ADASA.
8. Except when exempted by the ADASA, students will also be required to take the Pharmacy Practice Experience (PPE) Course each semester they are enrolled in the HSOP except for their P4 year.