

Marshall University Joan C. Edwards School of Medicine (MUJCESOM) MD Admissions Procedural Document

I. MISSION STATEMENT

The Marshall University Joan C. Edwards School of Medicine is a community-based, Veterans Affairs affiliated medical school dedicated to providing high quality medical education and postgraduate training programs to foster a skilled physician workforce to meet the unique healthcare needs of West Virginia and Central Appalachia. The School of Medicine will admit capable, qualified, and properly motivated applicants who upon graduation possess a high probability of meeting the health care needs of our state and region.

II. STRUCTURE OF ADMISSIONS COMMITTEE

A. GOVERNANCE

The governance of the Admissions Committee consists of the Chair, Vice Chair and the Executive Committee. The Dean appoints the Chair and Vice Chair of the Admissions Committee. The Executive Committee of the Admissions Committee includes the Chair, Vice Chair and all the Vice Deans, Assistant and Associate Deans serving at that time on the Admissions Committee.

The Executive Committee is responsible for reviewing recommendations for new membership to the Admissions Committee and the Interview Selection Workgroup, among other duties. The Executive Committee is also responsible for designating ad hoc workgroups to evaluate and study admissions-related issues. The final approval of new members to the Admissions Committee is made by the Faculty Council of the Medical School.

B. MEMBERSHIP

The Admissions Committee may be composed of full-time basic science and clinical faculty, community physicians, medical students, medical residents, medical school administrators, undergraduate faculty members from the main Marshall University campus and community representatives. The Admissions Committee is an independent body and acts free of external influence. The duties of this committee are to develop and recommend criteria for the admissibility of applicants, to determine methods and procedures for evaluating applicants and to select from among applicants those to be accepted. The authority for the final decision on applicants to the medical school, to include traditional applicants, applicants to a combined program such as the MD/PhD program, and the accelerated BS/MD and Early Assurance programs, rests with the full Admissions Committee. The Admissions Committee has developed policies and procedures to ensure

compliance with non-discrimination laws and regulations, training for the holistic approach to admissions and decisions free from political and/or financial conflicts of interest.

New Members - With the exception of medical student members, recommendations for new members are taken from current and former members of the Admissions Committee, and from departmental chairs. The Executive Committee reviews all recommendations and talks with the suggested members to discern interest and availability to interview and attend meetings. The available vacancies are filled by a simple majority vote of the Executive Committee using a holistic approach to determine the best members for the Admissions Committee, including considerations of judgment, clinical and administrative experience and willingness and availability to serve. The final approval of new members to the Admissions Committee is made by the Faculty Council of the Medical School. As a matter of standard practice, the Executive Committee ensures faculty representation of at least fifty-one percent on the Admissions Committee. Each new member is asked to serve a three-year term, although members may remain on the Admissions Committee for multiple terms at the discretion of the Chair,

Medical Student membership will include up to four medical students. Each year, two third-year medical students will be elected by their class after successful promotion to third year for a total of four elected medical students. Medical student members will be expected to serve until graduation unless otherwise determined by the Chair.

C. SUBCOMMITTEES

1. Executive Committee - The Executive Committee is responsible for forming a variety of ad hoc workgroups to study and analyze the admissions process and related issues from time to time as circumstances warrant. The members of these workgroups shall be determined by simple majority vote of the Executive Committee and shall be dissolved upon completion of the task assigned. The Executive Committee has the formal delegated authority from the Admissions Committee to move applicants from the waitlist to the accepted list.

D. STANDING WORKGROUPS

1. Interview Selection Workgroup - A standing workgroup titled the Interview Selection Workgroup is a workgroup of the Admissions Committee with a specific charge as delineated herein.
 - a. Charge – The Interview Selection Workgroup shall be responsible for the evaluation of applications after the admissions staff has determined which applicants meet minimum qualifications. The Interview Selection Workgroup will then forward recommendations for applicants to be interviewed directly to admissions staff for interview scheduling.

- b. Membership - the Admissions Committee Chair or their designee will facilitate the meeting. The Interview Selection Workgroup shall be composed of representatives from the Basic Sciences Department, the Executive Committee, and clinical faculty and the members of this workgroup shall be determined by a simple majority vote of the Executive Committee. Interview Selection Workgroup members serve at the will and pleasure of the Chair, with no defined term limits. Interview Selection Workgroup members shall undergo training along with the rest of the Admissions Committee to ensure compliance with all applicable laws, regulations and policies surrounding the admissions process, and the concept of the holistic admissions approach as well as the use of personal characteristics for effective decision-making.
2. MD/PhD Application Screening Workgroup - A standing workgroup of the Admissions Committee with a specific charge as delineated herein.
- a. Charge - The MD/PhD Application Screening Workgroup is responsible for verifying that minimum qualifications are met for all MD/PhD applications received from the admissions office after MD qualifications have been verified. This workgroup will then forward their recommendations for interview to the Biomedical Research Graduate program staff to schedule interviewing. All decisions made by the workgroup (decline interview / offer interview), will simultaneously be forwarded to Medical School admissions' staff.
 - b. Membership - The MD/PhD Application Screening Workgroup consists of a chair, who is appointed by the Vice Dean of Research and Graduate Education. Members consists of representatives from both Basic Science and Clinical Faculty. The Application Screening Workgroup must include at least two current members of the Medical School Admissions Committee. Members are selected based on their experience in either graduate or medical school interviewing, serve at the will and pleasure of the Chair.

III. PROCEDURE

- A. Qualified applicants can apply regardless of their state of legal residence.
- B. As a state assisted medical school, MUJCESOM gives admissions preference to West Virginia residents.
- C. Bordering state residents (Kentucky, Maryland, Ohio, Pennsylvania, and Virginia) will be strongly considered.
- D. Prerequisites - All applicants should have a bachelor's degree from an accredited college or university. Exceptionally well-qualified students may be considered after ninety semester hours of academic work if other requirements are met. Minimum course requirements are:

PREREQUISITES FOR 2024 ADMISSIONS CYCLE:

REQUIRED COURSES	SEMESTER HOURS
GENERAL BIOLOGY OR ZOOLOGY WITH LAB	8
GENERAL CHEMISTRY WITH LAB	8
ORGANIC CHEMISTRY WITH LAB	8
BIOCHEMISTRY	3
PHYSICS WITH LAB	8
ENGLISH	6
SOCIAL OR BEHAVIORAL SCIENCE	6
HIGHLY RECOMMENDED COURSES	
STATISTICS/BIOSTATISTICS OR EPIDEMIOLOGY	
CELLULAR AND MOLECULAR BIOLOGY	

PREREQUISITES FOR 2025 ADMISSIONS CYCLE:

REQUIRED COURSES	SEMESTER HOURS
GENERAL BIOLOGY OR ZOOLOGY WITH LAB	8
GENERAL CHEMISTRY WITH LAB	8
ORGANIC CHEMISTRY WITH LAB	8

BIOCHEMISTRY	3
PHYSICS WITH LAB	8
STATISTICS OR BIOSTATISTICS New	3
ENGLISH	6
SOCIAL OR BEHAVIORAL SCIENCE	6
HIGHLY RECOMMENDED COURSES	
CELLULAR AND MOLECULAR BIOLOGY	
IMMUNOLOGY New	
ANY COURSE IN PHYSIOLOGY OR ANATOMY (AT 300 LEVEL OR HIGHER) New	

All required prerequisites must be completed at an accredited college or university in the U.S. or Canada and must be passed with a grade of "C" or better by June 15 of the year of matriculation. The level of these required courses should be equal to courses for those majoring in these respective fields. If Advanced Placement or College Level Examination Program credits are on the college transcript, these may be accepted as a fulfillment of a prerequisite providing there is evidence of proficiency in the subject: examples of proficiency may be successful completion of a more advanced course in that field or a strong Medical College Admission Test (MCAT) score. With the exception of 2020-2021 and 2021-2022 academic years, online courses may not be used to fulfill science prerequisites.

E. APPLICATION

AMCAS APPLICATION - The first step in the formal application process is submitting an on-line application with AMCAS, the American Medical College Application Service, which allows students to apply to any participating medical school with only one application and set of transcripts. Transcripts should be sent to AMCAS as directed. Applications for admission are accepted by AMCAS from June 1 to November 1 of the year prior to enrollment. Since Marshall has a rolling admissions process, it is extremely important that applicants submit their application and supplemental materials as quickly as possible to enhance their chances of being accepted.

1. **SUPPLEMENTAL APPLICATION** – A supplemental application will be automatically forwarded to applicants with a verified AMCAS application who are residents of West Virginia and bordering states (Kentucky, Maryland, Ohio, Pennsylvania, and Virginia). Nonresident applicants from non-bordering states who have competitive applications will be forwarded a secondary application. For applicants applying to the combined MD/PhD program, the supplemental application will be sent regardless of state of residency. There is a nonrefundable supplemental application fee of \$75.00 for West Virginia residents and \$100.00 for nonresidents. If the applicant has received a fee waiver from AMCAS, the supplemental application fee to Marshall is also waived. Supplemental application materials

must be submitted by December 15 of the year prior to enrollment.

2. LETTERS OF RECOMMENDATION - Three letters of recommendation or a composite premedical advisory committee letter are required. Letters of recommendation should be written by individuals who can speak to the applicant's qualifications for entering the field of medicine.
3. MEDICAL COLLEGE ADMISSIONS TEST (MCAT) – The MCAT is required and used along with other data to predict success in preclinical course work. Certain exclusions apply for the MCAT requirement. The MCAT must be taken within three calendar years prior to matriculation. Applicants are encouraged to review the Profile of Entering Students to determine competitiveness for acceptance. Applicants from the BS/MD and Early Assurance programs who meet program specific criteria are exempt from the MCAT requirement.

F. SELECTION FOR INTERVIEW

1. After admissions staff ascertains if the application is complete. Applicants that meet qualifications as set out in the admissions policy are reviewed and selected for interview.
2. Applicants that meet minimum qualifications are forwarded to the Interview Selection Workgroup for their review and selection for interview. The Interview Selection Workgroup will then forward recommendations for interview to admissions staff for interview scheduling.
3. For MD/PhD applicants, The MD/PhD Application Screening Workgroup will verify that minimum qualifications are met for all MD/PhD applications received from the admissions office after MD qualifications have been verified. This workgroup will then forward their recommendations for interview to the Biomedical Research Graduate program staff to schedule interviewing. All decisions made by the workgroup (decline interview / offer interview), will simultaneously be forwarded to Medical School admissions' staff.
4. Selected applicants are invited to participate in two individual interviews with members of the Admissions Committee.

G. INTERVIEW PROCESS

1. The Admissions Committee takes a holistic admissions approach that incorporates screening, interviewing and selection. Selection is based on the consensus of the Admissions Committee and the evaluation of the following items:
 - a. Academic Background – Both quantity and quality are assessed with a four-year program of study suggested. Exceptionally well-qualified applicants may be considered after ninety semester hours of academic work if other requirements are met. Specific entrance requirements include one year each of English, zoology or biology with lab, general chemistry with lab, organic chemistry with lab, physics with lab and social or behavioral sciences. Three semester hours of biochemistry lecture are also required. Recommended courses include cell and molecular biology, statistics or biostatistics or epidemiology. A major criterion is the overall grade point average for undergraduate studies with particular emphasis in correlating the grade point average in science and science related courses. A minimum undergraduate GPA of a 3.0 is preferred. Scholastic performance in graduate studies and other professional courses is also taken into consideration.
 - b. Medical College Admission Test (MCAT) – The MCAT is required and is used along with other data to predict success in preclinical course work. Certain exclusions apply for the MCAT requirement. Applicants from the BS/MD program who meet program specific criteria are exempt from the MCAT requirement. The MCAT must be taken within three calendar years prior to matriculation. Applicants are encouraged to review the Profile of Entering Students to determine competitiveness for acceptance.
 - c. Letters of evaluation/recommendation - Three letters of recommendation or a composite premedical advisory committee letter are required. Letters of recommendation should be written by individuals who can speak to the applicant's qualifications for entering the field of medicine.
 - d. Interviews – Interviews are arranged only by invitation and upon recommendation by the Interview Selection Workgroup. The purpose of the interview is to assess personal characteristics that are pertinent to the

admissions decision. These characteristics include communication skills, work ethic, community service, honesty/ethics, and resilience. Additional attributes assessed include leadership and teamwork. In addition, the applicant has a chance to become acquainted with the medical campus in a general way, and at the same time provide the Admissions Committee with better insight into his/her personal interests and attitudes.

- e. Highly qualified WV applicants for the MD program eligible for first round accept may be immediately notified of acceptance, if space in the class is available. Applicants must have strong academic metrics and exhibit attributes align with the medical school's mission.
- f. MD/PhD applicants - Criteria for applicants to the MD/PhD program will include those listed herein for MD applicants. In addition, prior significant research experience as evidenced by authorship in peer reviewed publications is necessary. Further, applicants for the MD/PhD program will undergo a series of interviews specific to the clinician scientist training portion of the program, focusing on research experience, among other qualifications. As with all applicants, final approval of the selection for the MD/PhD program rests with the Admissions Committee.
- g. Following the interviews, each applicant's file is presented to the Admissions Committee.
- h. Following presentation, discussion and evaluation of each application, the Admissions Committee by majority vote will make a recommendation to ACCEPT, REJECT or HOLD each applicant.
- i. Applicants who are in the ACCEPT or REJECT category are notified by the Admissions Office. ACCEPTED applicants are provided information explaining and specifying the mechanism for executing and confirming intent to matriculate.

NOTE – Applicants in the [BS/MD](#) and [Early Assurance](#) Programs at Marshall may be subject to different procedures as outlined in the [BS/MD](#) and [Early Assurance](#) policies and procedures specific to their program.

IV. MD ADMISSIONS COMMITTEE PROCESS OUTLINE

It is in the best interests of the Joan C. Edwards School of Medicine and of the applicants that a careful and thorough consideration of each candidate selected for interview is conducted. The Admissions Committee to that end has adopted the following process. As an independent committee, the mechanisms, practices, procedures and guidelines for

the functioning of the Admissions Committee is set by majority vote of the Committee. Note that in some cases, circumstances will require actions outside the procedures outlined herein to ensure a balanced and appropriate review. In those cases, an agreement by the majority of Committee members attending that meeting may alter the procedures set out herein to ensure a fair and balanced process, acting within the parameters required by federal and state non-discrimination laws and guidelines as set forth by the Liaison Committee on Medical Education. A change to the procedures described above shall be recorded in the meeting minutes.

- A. A quorum of the Admissions Committee is defined as the majority of admissions committee membership present of which at least fifty-one percent must be faculty members.
- B. Committee meetings are typically held on a Tuesday evening from September through March.
- C. Interviews are conducted at the MUJCESOM medical campus, unless otherwise noted.
- D. All recorded data of the Admissions Committee is secured by the Assistant Director of Admissions and retained following AAMC Records Guidelines.
- E. The interview need not be formally structured. The report to the committee will be on the interview data form and a written summary of the interview is held in the applicant's folder until a final decision is rendered. The purpose of the interview summary is to:
 - Corroborate and/or supplement data present in the application folder.
 - Explain and potentially upgrade data.
 - Identify personal characteristics pertinent to the admissions process and as allowed by law and policy.
 - Permit strengthening, weakening, or confirming (no change) the application.
- F. Note that interviews for the MD/PhD program may follow a slightly different format and will include additional interviews specific to the PhD portion of the program.
- G. An applicant has the right to request an additional interview if they feel that one of their interviewers presented a conflict of interest or a perceived bias. The extra interview could be held on the same day as the two primary interviews, or the applicant can elect to come back at a later date to re-interview.
- H. Following interviews, each interviewer will present the candidate to the committee. At least one of the interviewers must be present to discuss the candidate before the entire committee.

- I. Following initial presentation by the interviewers, the applicant is discussed by the committee and one of three recommendations is made:
 1. ACCEPT: Committee action of acceptance is immediately forwarded to the Admissions Office with the committee vote included.
 2. HOLD: Applicants in this category present qualifications that are less competitive than applicants in the ACCEPT category. Applicants in the HOLD category will be re-evaluated and are considered to remain in an active category. Applicants may also be placed in Hold by the committee in anticipation of the receipt of additional information.
 3. REJECT: A rejected applicant's application is immediately forwarded to the Admissions Office with the committee vote included.
- J. A majority vote of those present will be necessary to designate the application as accepted or rejected. If a majority vote for acceptance or rejection is not reached, then the application shall remain on active status as a HOLD. Following committee recommendation of either ACCEPT or REJECT, Admissions Committee activity regarding the applicant ceases unless important additional information is received that should be reviewed and considered by the Admissions Committee.
- K. Those applicants remaining in the HOLD category will undergo a second discussion and vote by the Admissions Committee. This process is defined as second-round evaluation. Those applicants typically will not undergo second-round evaluation until all applicants have undergone the initial first-round discussion and voting procedure, although an interviewer may request recall of an applicant prior to this time frame based on additional information received.
- L. At the second-round evaluation of applicants in the HOLD category, the applicant must be recommended as either an ACCEPT or REJECT. Second-round evaluations are conducted in a similar manner to the first-round process including presentation by interviewers; one interviewer should be present. Once the class is filled, applicants deemed acceptable by vote of the Admissions Committee will be placed on the waitlist.
- M. An applicant's application can be "recalled" for a second or additional review due to receipt of additional information and/or at the request of any member of the Admissions Committee. A request that a candidate be re-interviewed must receive the majority consensus of the Admissions Committee members attending that meeting. This request would be considered only if the member could provide specific cause for such action.

- N. The Admissions Committee will extend acceptances to approximately 85 applicants. Once all slots have been filled, the remainder of the applicants acceptable for admission will go on the waitlist.
- O. In addition, the Admissions Committee will finalize decisions about applicants who have previously been placed on HOLD, and those will either be REJECTED, or will be moved from HOLD to the waitlist. The waitlist is not ranked. The Executive Committee has the formal delegated authority from the Admissions Committee to move applicants from the waitlist to the accepted list. The Executive Committee will use the following criteria to move a student from the waitlist to the accepted list:
- West Virginia residents
 - Applicants from rural communities
 - Applicants who have had experiences or indicate interest in serving in a rural community.
- P. Review of Admissions Committee activities prior to forwarding letters of final disposition to applicants will be made by the Assistant Dean of Admissions, who will ensure that all documentation regarding entrance requirements, residency determination and other process compliance areas have been evaluated and verified.
- Q. Once a final decision has been made, applicants are notified in writing regarding their status. Applicants who are placed on the waitlist are encouraged to provide updated grades and information. The Executive Committee will select from the waitlist to fill any openings per admissions policy and procedures.
- R. Accepted applicants may request delayed/deferred matriculation into the school of medicine for a period of one year. To request delayed/deferred matriculation, the applicant must forward a letter addressed to the Admissions Committee describing the reason for the request. The request must be received by June 1 prior to matriculation. It is the responsibility of the Admissions Committee to review and approve all requests. Requests for delayed/deferred matriculation received after June 1 prior to matriculation will be considered for medical reasons only. Deferred applicants are directed to contact the Office of Admissions for instructions on this process.
- S. The Admissions Office will provide the Admissions Committee with a report of the finalized class which will include how many waitlist individuals were admitted and on what general basis the admission decisions were made.

V. AAMC ACCEPTANCE PROTOCOLS

A. Marshall University JCESOM follows the AAMC [Application and Acceptance Protocols](#) defined below:

- *In fairness to other applicants, if you have decided before April 30 not to attend a medical school or program that has offered you an acceptance, promptly withdraw your application from that school(s) or program(s).*
- *Out of respect for other applicants, if you receive an offer of acceptance from more than one school or program:*
 - *Withdraw your acceptance from any school or program you do not plan to attend as soon as you have made that decision;*
 - *On or before April 15, narrow your selection(s) to no more than three schools or programs, and withdraw your acceptance(s) from all other schools or programs; and*
 - *On or before April 30, choose the school or program to which you plan to matriculate and promptly withdraw your acceptances from all other schools or programs.*
- *If you receive additional acceptances following April 30, it is your responsibility to promptly notify any school(s) you have decided to not attend. Your decision should be made by the deadline established by the medical school(s).*

B. MUJCESOM **strongly encourages** applicants on the accepted roster to finalize decisions no later than three weeks prior to orientation.

VI. CONFIDENTIALITY

All functions of the Admissions Committee are to be held in confidence by members of the Admissions Committee, per the Family Educational Rights and Privacy Act (FERPA) guidelines. Information gathered and/or discussed during the admissions process shall only be disseminated to those individuals with a need to know so, as to ensure a lawful and effective admissions process.

The Assistant Dean of Admissions secures all recorded data of the Admissions Committee.

VII. NONDISCRIMINATION

There is no discrimination because of race, color, gender, sexual orientation,

religion, age, disability, pregnancy, national or ethnic origin, political beliefs or veteran status.

VIII. CONFLICT OF INTEREST

Faculty, staff, students and community members are expected to uphold the highest standards of professional integrity. To that end, the Admissions Committee members are annually required to sign the Conflict-of-Interest policy. (<https://jcesom.marshall.edu/media/57552/coi-policy.pdf>)

IX. ADVANCED STANDING TRANSFER ADMISSIONS

MUJCESOM considers application for advanced standing transfer admissions under very limited situations. (<http://jcesom.marshall.edu/media/53892/transfer-student-policy.pdf>)

X. TECHNICAL STANDARDS

In accordance with section 504 of the Rehabilitative Act of 1973 (PL 93-112) and following careful review of the 1979 report by a Special Advisory panel on Technical Standards of the Association of American Medical Colleges, and incorporating the guidelines of the Americans with Disabilities Act (ADA PL 101-336) enacted by Congress in 1990, the Marshall University Joan C. Edwards School of Medicine (MUJCESOM or School of Medicine) has adopted minimal technical standards for the assessment of all Medical Degree candidates (henceforth referred to as Candidates) to the School of Medicine. A Candidate at MUJCESOM must be capable of acquiring and demonstrating all program objectives across the six core competencies, which include medical knowledge, patient care, interpersonal and communication skills, practice-based learning and improvement, professionalism, and systems-based practice with or without reasonable accommodation due to disability.

Candidates to the MUJCESOM are selected based on their academic, personal, and extracurricular dimensions. In addition, Candidates must have the intellectual, physical, and emotional capacities to meet the requirements of the school's curriculum and for a successful medical career.

Essential abilities and characteristics required for the completion of any Doctor of Medicine (M.D.) degree require certain minimum physical and cognitive abilities as well as sufficient mental and emotional stability to assure that Candidates for admission, retention and graduation are able to complete the program and participate fully in all aspects of medical training.

A Candidate must have abilities and skills in observation; communication; motor; conceptual; integrative; and quantitative; and behavioral and social as outlined below.

The following abilities and characteristics are defined as Technical Standards, which are a part of the school's requirements for admission, retention, and graduation:

- A. **OBSERVATION:** Candidates must be able to acquire information from demonstrations and participate in experiments of science, including but not limited to such things as dissection of cadavers; examination of specimens in anatomy, pathology, and neuroanatomy laboratories; and microscopic study of microorganisms and tissues in normal and pathologic states. Candidates must be able to accurately acquire information from patients and assess findings. They must be able to perform a complete physical examination in order to integrate findings based on this information and to develop an appropriate diagnostic and treatment plan. These skills require the use of vision, hearing, and touch or the functional equivalent.
- B. **COMMUNICATION:** Candidates must be able to communicate effectively and efficiently with patients, their families, health care personnel, colleagues, faculty, staff, and all other individuals with whom they come in contact. Candidates must be able to obtain a medical history in a timely fashion, interpret non-verbal aspects of communication, and establish therapeutic relationships with patients. Candidates must be able to record information accurately and clearly; and communicate effectively and efficiently in English with other health care professionals in a variety of patient settings.
- C. **MOTOR FUNCTION:** Candidates must, after a reasonable period of training, possess the capacity to perform physical examinations and diagnostic maneuvers. They must be able to respond to clinical situations in a timely manner and provide general and emergency care. These activities require adequate physical mobility, coordination of both gross and fine motor neuromuscular function and balance and equilibrium.
- D. **INTELLECTUAL-CONCEPTUAL, INTEGRATIVE, AND QUANTITATIVE ABILITIES:** Candidates must be able to assimilate the detailed and complex information presented in the medical student curriculum. They must be able to learn through a variety of modalities including, but not limited to, classroom instruction; small group, team, and collaborative activities; individual study; preparation and presentation of reports; simulations and use of computer technology. Candidates must be able to memorize, measure, calculate, reason, analyze, synthesize, and transmit information. They must recognize and draw conclusions about three-dimensional spatial relationships and logical sequential relationships among events. They must be able to formulate and test hypotheses that enable effective and timely problem-solving in diagnosis and treatment of patients in a variety of clinical settings and health care systems.

E. BEHAVIORAL AND SOCIAL ATTRIBUTES: Candidates must demonstrate the maturity and emotional stability required for full use of their intellectual abilities. They must accept responsibility for learning, exercising good judgment, and promptly complete all responsibilities attendant to their curriculum and to the diagnosis and care of patients. Candidates must display characteristics of integrity, honesty, attendance and conscientiousness, empathy, a sense of altruism, and a spirit of cooperation and teamwork. They must understand and demonstrate understanding of the legal and ethical aspects of the practice of medicine and function within both the law and ethical standards of the medical profession. Candidates must be able to interact with patients and their families, health care personnel, colleagues, faculty, staff, and all other individuals with whom they come in contact in a courteous, professional, and respectful manner. The candidate for the MD degree must accept responsibility for learning, and exercise good judgment. Candidates must be able to contribute to collaborative, constructive learning environments; accept constructive feedback from others; and take personal responsibility for making appropriate positive changes. Candidates must have the physical and emotional stamina and resilience to tolerate physically taxing workloads and function in a competent and professional manner under highly stressful situations, adapt to changing environments, display flexibility, and manage the uncertainty inherent in the care of patients and the health care system.

If a student is unable to maintain satisfactory progress due to inability to meet technical standards with or without reasonable accommodations, the candidate will be referred to Academic and Professional Standards Committee as they review the candidate's performance.

It is the responsibility of a Candidate with a disability as soon an offer of acceptance is received and accepted, to request accommodations through the MUJCESOM Office of Student Affairs in order to meet these technical standards (https://jcesom.marshall.edu/media/62038/reasonable_accommodations.pdf).

Accommodations will only be applied from effective date of approval.

Procedure:

1. MD Candidates will review and sign that they have read and understand the Technical Standards upon acceptance.
2. MD Candidates will review and sign that they have read and understood the Technical Standards upon matriculation, M2 orientation, M3 orientation and prior to their M4 year.
3. Re-affirm the Technical Standards upon reentry to JCESOM after any leave of absence from JCESOM.

NOTE – Accelerated BS/MD applicants are often minors at the time of their initial interview for the program as high school seniors. For that reason, these applicants are asked to sign

indicating that they have read and understood the technical standards but are not asked to certify that they meet the standards at that time. BS/MD students are again given the copy of the standards at the end of their second undergraduate year in the program and are asked to read and certify at that time that they are familiar with the standards and are able to meet the standards as described with or without reasonable accommodation.

February 1, 2013, Admissions Procedures Draft Document forwarded to Admissions Committee for review. Admissions Committee reviewed, discussed and adopted procedural changes February 5, 2013. The procedural document was reviewed, revised and adopted by the Admissions Committee October 29, 2013. The procedural document was reviewed, revised and adopted by the Admissions Committee July 21, 2015. The procedural document was reviewed, revised and approved by the Admissions Committee May 10, 2016. Policy was reviewed, revised and approved, September 7, 2017. The Procedural document was reviewed and updated, December 7, 2018. The procedural document was reviewed, revised and approved, October 5, 2020. The Admissions Committee reviewed and approved updates on March 15, 2021. The procedural document was revised and approved by Admissions Committee on January 18, 2023. The Technical Standards were revised and approved by the Curriculum Committee on June 15, 2023 and the Admissions Committee on June 21, 2023. The Admissions Procedural document was revised and finalized July 21, 2023. The Admissions Policy was revised and approved by the Admissions Committee on January 16, 2024. The Admissions Policy was revised and finalized February 28, 2024.