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Welcome to St. George's University. This Manual has been designed to clearly articulate the rules, regulations, and administrative policies of the University in general, and the more specific policies of the individual Schools and programs in particular. All administrators, faculty members, and students should familiarize themselves with the content of this Manual and adhere to the policies and procedures herein.

All students registered in the veterinary medical program are subject to the policies and regulations of both the School of Veterinary Medicine and St. George's University disclosed in this manual. (See [General Student Policies, Procedures and Nonacademic Standards](#) and [Satisfactory Academic Progress Guidelines](#).)

To successfully graduate from the School of Veterinary Medicine, a student must have completed a total number of 172 credits; 124 credits from Basic Sciences (Terms 1 – 6), and 48 credits from the clinical terms.

## Veterinary Medical Phase

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### Academic Policies

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#### Curriculum

Students in the veterinary medical program are required to follow the curriculum sequence defined in the SVM Catalogue.

Students may take optional courses, referred to as electives. Individual electives may have prerequisites or Grade Point Average (GPA) standards for students to participate. Only the grades of the required curriculum are used to calculate the grade points earned for the Doctor of Veterinary Medicine (DVM) program. Grades received for elective courses will not be reflected in the cumulative GPA.

#### Grading

All students must fulfill all course requirements as defined by the course director to obtain a final grade. The course requirements and grading policy will be stated in the course syllabus which will be provided on the first day of each course. All students who wish to contest an examination or course grade should consult the course director. Students must resolve grade concerns within one year of the start of the course. Where applicable, after repeating a course, only the newly achieved grade will contribute to the cumulative GPA calculations.

Effective August 2015 and beyond, the letter grades and grade points awarded are:

| Letter | Range       | Grade Points | Grade Points Meaning  |
|--------|-------------|--------------|-----------------------|
| A      | 89.50-100   | 4.00         | Excellent Pass        |
| B+     | 84.50-89.49 | 3.50         | Good Pass             |
| B      | 79.50-84.49 | 3.00         | Good Pass             |
| C+     | 74.50-79.49 | 2.50         | Acceptable Pass       |
| C      | 69.50-74.49 | 2.00         | Acceptable Pass       |
| D+     | 64.50-69.49 | 1.50         | Unsatisfactory Grade* |
| D      | 59.50-64.49 | 1.00         | Unsatisfactory Grade* |
| P      | 0.00        |              | Pass                  |
| F      | 1-59.49     | 0.00         | Fail                  |

## Other Transcript Notations

### W: Withdrawal

Withdrawals are given when students withdraw from a course after registration. Students who are granted an approved Leave of Absence (LOA) will receive "W" grades for all courses except those courses which have been completed prior to the LOA. Students may withdraw from individual courses during the first 67% of the term. After this time period, students cannot drop courses. They may however, request a LOA for the remainder of that term or longer.

More information on LOAs can be found in the [Leave of Absence](#) section of the General Policies for All Students.

### I: Incomplete

Incompletes are interim grades given when course requirements have not been completed due to serious mitigating circumstances such as illness or family emergencies. The Office of the Dean of Students, through the SVM Associate/Assistant Dean of Students, must approve the reason supporting the receipt of "I" grades. "I" grades remain on the transcript until another grade is given upon completion. If students have an "I" grade on their transcript, the required coursework must be completed within seven (7) days of the deferment. If the work is not completed and the grade not received from the instructor within 30 days, the Incomplete ("I") will be automatically changed to a Fail ("F") by the Office of the University Registrar.

### NG: No Grade

No grade was submitted by the course instructor for a registered course.

### IP: In Progress

The course is still in progress

## Academic Probation

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### Monitored Academic Status

Monitored Academic Status (MAS) is an internal marker placed in students' progress files by the Academic Progress and Review Committee (APRC). It allows students who are at risk of not making Satisfactory Academic Progress to continue in the program with additional academic advising. Students are enrolled according to a schedule of courses determined by the APRC.

Students on MAS must meet the minimum standard of expectations set for successful clearance of MAS or risk dismissal. The minimum standard includes a cumulative GPA of 2.00 or better, resolution of failing ("F") grades and all "D" grades, which were mandated to be remedied, and progress at a satisfactory rate through the program. Students can be placed on MAS at the discretion of the APRC.

### Requirements During MAS

Students who are placed on MAS with mandatory repetition of coursework have to repeat all courses in which a grade of "F", "D" or "D+" were obtained (see under "qualitative deficiencies" for eligibility). United States Federal loan recipients must maintain a minimum credit load of six credit hours to maintain eligibility. When applicable, the APRC has the option to recommend the repeat of previously passed courses to strengthen the student's academic record.

After repeating a course, only the newly achieved grade will contribute to the cumulative GPA calculations.

# Clearance of MAS

MAS will be for one term when students are taking a full course load or for two terms when students are taking a reduced course load or as determined by the APRC.

## **MAS will be cleared if students:**

1. Achieve a cumulative grade point average (GPA) of 2.00 or above in each term that they spend on MAS.
2. Do not receive any unsatisfactory grades (“D+”, “D”, “F”) during their academic probation.
3. Fulfill all other requirements mandated by the APRC. These requirements, as outlined in the APRC letter, include mandatory attendance of all lectures, laboratories, and can include Department of Educational Services (DES) sessions as well as scheduled meetings with the Academic Advising Team (AAT).
4. APRC reports clearance from MAS to the student and to the Registrar in writing (letter after the end of term APRC meeting).

# Academic Appeals Process

There is no appeal from placement on MAS.

The procedure to appeal a decisions of recommendation for dismissal by the APRC is outlined below:

1. When the APRC recommends a student for dismissal, the SVM Associate/Assistant Dean of Academics will communicate the recommendation of dismissal to the student by letter, delivered to the student’s official SGU e-mail address, within 24 hours after the APRC meeting. The e-mail will describe the reason for the recommendation, detail the student’s options to appeal or to withdraw, and specify the timeframe in which to do this.
2. The student has the option to withdraw from the SVM within five (5) calendar days of the date of the letter of the recommendation of dismissal or to appeal the decision, which must be received by the date and time designated in the APRC letter recommending the dismissal.
3. The appeal form must be submitted electronically to the SVM Appeals Panel (SVM AP). The student is not required to appear or be present before the SVM Appeals Panel.
4. The appeal form must be completed and submitted, along with official documentation in support of extenuating circumstances described in the appeal by the stipulated deadline. The student should explain any extraordinary circumstances which were beyond the student’s control and which caused or contributed to their poor performance. The form should be accompanied by a remedial plan. The submission will be automatically directed to the SVM AP office. Once the timeframe to submit the appeal has ended, a comprehensive report providing all appeal information for each student will be generated by the SVM AP office in preparation for review by SVM AP.
5. Should a student fail to submit his/her appeal by the stipulated deadline, the student will be dismissed.

While preparing their appeals and considering what supporting documents to include, students should bear in mind that there is only one (1) opportunity to appeal a recommendation for dismissal. Extensions to the appeal deadline will not be granted, nor will additional appeals.

5. For a Spring term, the SVM AP will meet within ten (10) calendar days after the APRC meeting and, for a Fall term, the SVM AP will meet two (2) weeks prior to the beginning of classes in the following Term. After reviewing the case, the SVM AP will communicate its recommendation to the Dean of the SVM.
6. If the student’s appeal is successful, the SVM AP will determine the conditions a student must meet to progress in the DVM program. A letter will be issued to the student by the Dean of the SVM detailing the conditions as specified by the SVM AP. The student must respond to this communication within five (5) calendar days to indicate his or her acceptance of the conditions. A

student who does not accept the SVM AP conditions has the option to withdraw from the DVM program within a specified timeframe. If a student does not accept the SVM AP conditions and does not withdraw within the specified timeframe, the student will be dismissed.

7. If a student's appeal is unsuccessful, the letter to the student with a rejected appeal will provide the student with the option to withdraw from the DVM program within a specified timeframe. If the student does not withdraw within the specified timeframe, the Dean of the SVM will issue a Letter of Dismissal, and this will be noted on student's transcripts. Students will be informed within 48 hours via email.
8. If neither of these options (withdraw or appeal) is chosen, the Dean of the SVM will dismiss the student and transmit that decision in writing to the student, with a copy to the Dean of Students and the Office of the University Registrar. The SVM has no further mechanism for appeal.
9. During this time the student cannot register for any academic activities.
10. Students who choose to withdraw will have their status changed to "Withdrawn" by the Office of the University Registrar.

## Academic Progress

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### Professional Commitment

When students enter the SVM, they take an academic oath reciting the following professional commitment at the White Coat Ceremony:

*Being accepted into the profession of veterinary medicine, I solemnly swear to further my knowledge and skills for the benefit of society through the protection of animal health, the relief of animal suffering, the conservation of animal resources, the promotion of public health, and advancement of medical knowledge.*

*I will conduct my studies conscientiously, with dignity and in keeping with the principles of veterinary medical ethics. I accept my responsibility to assist my colleagues to achieve our mutual goal.*

*I acknowledge my obligation to adhere to the University's Honor Code and to conduct myself with integrity and in an ethical manner at all times.*

*It is a privilege to have been given the opportunity to become a veterinarian. I will be ever conscious of that privilege and never abuse it.*

### The Optimal Educational Track for the DVM Program

Most students complete the veterinary medical program at SGU SVM on an optimal track of four years. Students on this optimal track spend three years in Grenada studying preclinical, paraclinical, and clinical subjects before moving to affiliated schools of veterinary medicine to spend a final year in clinical rotations.

The optimal track is a continuum of terms with time off kept to a minimum. The terms in the first three years are progressive, each being a prerequisite (building block) for the next. Breaks in this progression are disruptive; therefore, leave of absences (LOA's) are discouraged.

Since the mission of the SVM includes the preparation of students for entry into the profession of veterinary medicine, an orderly, satisfactory, academic progression is important.

### The Global Veterinary Health (GVH) Track

The Global Veterinary Health (GVH) track provides our DVM students with a One Health One Medicine (OHOM) experience, conducted in a variety of international settings, embracing the SVM's goals.

The successful completion of the GVH track, which is delivered in parallel with the American Veterinary Medical Association (AVMA)-accredited DVM degree, leads to the additional award of membership of the Royal College of Veterinary Surgeons (RCVS), the veterinary regulatory body in the United Kingdom.

Our DVM students who choose not to complete the GVH track requirements are able to sit the RCVS Statutory examination in order to register with the RCVS.

Third year Pre-Veterinary (PreVet), Foundation to Veterinary Medicine (FTV), and all DVM students entering the DVM four-year program are eligible to enroll in the GVH RCVS Accreditation track.

The GVH track includes the full DVM program with six (6) additional courses: Extra Mural Studies (EMS, comprising of pre-clinical-, preparatory-, and clinicalEMS, totalling 38 weeks and completed during the vacation time of the DVM program); Transboundary Diseases (1 credit); Food Hygiene and Meat Inspection (1 credit); and Veterinary Public Health – A Global Perspective (1 credit). There is no extra course fee for the GVH track and the time to completion does not exceed the DVM program. Students should understand the rigor of the course, its requirements, and must comply with the RCVS fitness to practice standards.

## Individual Advancement Program (IAP)

The optimal track may not suit all students. A good academic record at a decelerated pace is more important than a poor record in the optimal track. All students enrolled with St. George's University School of Veterinary Medicine will enter the four-year Doctor of Veterinary Medicine program; however, based on the recommendations of APRC, some students identified to be performing unsatisfactorily at mid-term will be allowed to pursue their studies based on IAP. Many of these students excel in IAP.

Students already in the program who encounter difficulties can also split their terms by withdrawing from some subjects while maintaining a balance of credit hours. Once the IAP terms are over, students re-enter the normal program track in order to remain with the timeline constraints ([See Timeline Standard](#)).

From Spring 2024 onwards the Individual Advancement Program is only available for students in the dual degree program and only for the purpose of allowing dual degree students to focus on graduate course credits while they take a decreased term 2 course load.

## Specific Research Programs for DVM Students

In addition to participation in funded faculty research projects, the SVM has two programs specifically designed to provide in-depth, one-on-one faculty-mentored research opportunities for DVM students:

1. During the summer break, the **Island Veterinary Scholars Program (IVSP)** immerses interested veterinary students into hypothesis-based research. The IVSP program includes instruction on research design, ethics and laboratory techniques currently being used in SVM research. The program exposes all participants to various Grenada-focused research projects currently underway on the island. Participants are aligned with a faculty-mentored IVSP approved research project and proceed to own their part of the project, from a literature search to presenting their findings at the sponsored symposium held in the USA. The IVSP encompasses an entire summer program of 10 weeks and includes interactive lectures on scientific writing, guest speakers to discuss a variety of veterinary and OHOM topics (e.g., IACUC [Institutional Animal Care and Use Committee], government-based research and public health implications of research), research-related field trips and laboratory-based workshops to teach a variety of research-related techniques.
2. The **Veterinary Scholars Research Initiative (VSRI)** is designed for students who want more involvement in research with one-on-one faculty mentorship but are not pursuing the dual degree (DVM/MSc) option. Upon completion of all the requirements these students receive a "distinction in research" on their transcripts. The expectation is that they will actively participate in all aspects of the research process, including laboratory and field work, presentations and manuscript

preparation. This intensive mentorship program is intended to provide motivated students with an in-depth research experience in a flexible time frame. Each successful applicant receives research support funded by the SVM research enhancement budget.

## Licensure

The North American Veterinary Licensing Examination (NAVLE) is taken by all students requiring licensure in the United States and Canada and will be taken during the final clinical year. Students who intend to practice in the United Kingdom (UK), can opt to take the membership examination of the Royal College of Veterinary Surgeons (RCVS) after graduation with the DVM degree.

RCVS registration upon successful completion of the examination entitles veterinary surgeons to practice in the UK. Students should contact the relevant member state of the European Union (EU) to check their registration requirements.

SGU students and graduates are advised to check the registration or licensing requirements very carefully with the veterinary licensing authority of any/all countries where they wish to practice. Information related to the NAVLE is provided in the term 6 CLIN541 course, but ultimately it is the students' responsibility to see that their applications are properly processed in accordance with the requirements of the particular authority from which licenses are sought. The Office of the University Registrar maintains some information on the requirements for licensure in the 54 American jurisdictions, and in many international jurisdictions; however, the University is not an agent of any licensing authority.

For precise, up-to-date information, it is the responsibility of students or graduates to seek that information from the licensing agency in the region, state, or country where licensure is being sought.

**NOTE:** The following websites provide current licensing information:

NAVLE - [www.icva.net/navle/](http://www.icva.net/navle/)

# Academic Progress Reviews and Prescribed Policies

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## Academic Progress Review Committee

The APRC reviews all students at the end of each term. The committee does not hear individual course or examination disputes, which should be resolved between students and course directors prior to the designated APRC meeting. The committee will determine whether students should progress to the next term, be placed on MAS, or be recommended for dismissal.

This committee is chaired by the SVM Associate/Assistant Dean of Academics, and the committee membership is composed of the respective chairs of departments, the course directors for each term being reviewed, and members or representatives from the SVM DOS, Office of the University Registrar, the DES, and Judicial Affairs.

The committee determines if students are making SAP, are to be recommended for dismissal, and if students should be placed on MAS, or if students must continue on MAS. The committee will assess both quantitative and qualitative deficiencies.

## Quantitative Deficiency

**Timeline Standard:** Students must progress through the program in a timely fashion as defined for that academic segment. Students who do not successfully complete at least 50% of their



attempted credits at the completion of their first two terms or 67% of their cumulative credits attempted thereafter, will not be in good academic standing. Grades of W, I, NG, and F are counted towards attempted credits. In addition, students must complete Terms 1-6 within four years and complete the program (Terms 1-9) within six years.

## Qualitative Deficiency

- All deficient grades are reviewed by the APRC and appropriate avenues for remediation are determined for each student based on the guidelines provided herein.
- Students with a cumulative GPA of less than 2.0 or students who have received unsatisfactory grades (D+, D, F) in courses that are required to be repeated, will not be considered to be in good academic standing.
- Grades of A, B+/B, C+/C, and P refer to an Excellent Pass, Good Pass, Acceptable Pass and Pass, respectively.
- Grades of D+, D, and F are all unsatisfactory grades and require remediation.
- Academic advancement will be based on satisfactory grades in all courses in the SGU SVM curriculum. Thus, no grade below a C will be allowed; all grades below a C must be remediated to a satisfactory grade of C or better.
- Unsatisfactory grades of D+ or D will result in a mandatory re-sit examination and a grade of F will require repeating the course.
- Unsatisfactory grades of D+ or D obtained when either the term GPA or cumulative GPA is less than 2.0 will, at the discretion of the APRC, be remediated by repeat of the course(s) or by a re-sit examination.
- Courses involving mastery of clinical skills may require repeating the course to achieve competency and a satisfactory grade. The APRC will determine if a re-sit examination or repeating the course is the appropriate avenue for remediation.
- When a course is being repeated due to an unsatisfactory grade of D+, D or F, the student will be placed on **MAS**.\*
- MAS will continue until the student has been cleared of all outstanding lower term courses by attaining a minimum grade of a C or better, and is ready to progress to the next higher term.
- An unsatisfactory grade obtained (D+, D, F) while on MAS will result in a recommendation for dismissal.\*\*
- Student(s) mandated to take a re-sit examination may opt to repeat the course.
- Two F's or any combination of three (3) unsatisfactory grades (D+, D, and F) will result in a recommendation for dismissal.

The following tables describe the policy to be implemented by the APRC to determine a student's academic progress:

Table 1: "D+" or "D" Grades

| Rule No. | Qualitative Deficiency  | Recommendation by the APRC   |
|----------|---|--|
| 1        | First "D+/"D" grade (Term and Cumulative GPA $\geq$ 2.0)  | Mandatory re-sit examination or repeat course on MAS (at the discretion of the APRC)     |
| 2        | Second "D+/"D" grade following successful remediation of a previous "D+" or "D", and successful completion of the terms of Academic Probation (Term and Cumulative GPA $>$ 2.0) | Mandatory re-sit examination or repeat the course on MAS (at the discretion of the APRC) |
| 3        | Two "D+/"D" grades in the same term   | Repeat both courses while on MAS   |
| 4        | Two "D+/"D" grades in one term when a previous remediation has already occurred   | Recommendation for Dismissal   |
| 5        | An unsatisfactory grade ("D+", "D" or "F") in a course that is repeated   | Recommendation for Dismissal   |
| 6        | Any combination of 3 or more grades ("D+", "D", "F") below "C"  | Recommendation for Dismissal   |
| 7        | Any "D+", "D", or "F" while on Academic Probation   | Recommendation for Dismissal   |

Table 2: "F" Grade

| Rule No. | Qualitative Deficiency  | Recommendation by the APRC   |
|----------|---|------------------------------|
| 8        | First "F" grade with or without any previous "D+/" "D"  | Repeat course while on MAS   |
| 9        | Second "F" grade  | Recommendation for Dismissal |
| 10       | "D+/" "D" and an "F" grade in one term without previous remediations  | Repeat courses while on MAS  |
| 11       | "D+/" "D" and an "F" grade in one term with a previous remediation  | Recommendation for Dismissal |
| 12       | Two "F" grades in the same term   | Recommendation for Dismissal |
| 13       | Any combination of 3 or more grades ("D+", "D", "F") below "C"  | Recommendation for Dismissal |
| 14       | Any "D+", "D", or "F" while on Academic Probation   | Recommendation for Dismissal |
| 15       | Remediation   |                              |
| 15.1     | A student will be allowed remediation of only two unsatisfactory grades ("D+", "D", "F"). Only unsatisfactory grades ("D+", "D", "F") in different courses will count towards the maximum allowable number of unsatisfactory grades of two (2), unless the student receives an unsatisfactory grade when repeating the course (see Rule # 5). |                              |
| 15.2     | Remediation of an unsatisfactory grade ("D+", "D", "F") may be by a re-sit examination, if permitted, or by repeating the course (following the guidelines listed above).   |                              |
| 15.3     | Taking a re-sit examination counts as one remediation attempt. Obtaining an unsatisfactory grade ("D+", "D", "F") on a re-sit examination automatically mandates a repeat of the course. Repeating the course will count as a second remediation.   |                              |
| 15.4     | A third unsatisfactory grade ("D+", "D", "F") within the first six (6) terms or an unsatisfactory grade ("D+", "D", "F") in a repeated course will result in a recommendation for dismissal.  |                              |
| 16       | The highest grade recorded for satisfactory performance on a re-sit examination, and therefore for the particular course, will be a "C". The original unsatisfactory grade ("D+", "D") will <u>NOT</u> remain on the transcript.***   |                              |
| 17       | A student who obtains a "D+", "D" or "F" in a re-sit examination will be mandated to repeat the course (if the two attempts allowed for remediation have not been exhausted) and will be placed on MAS; the initial unsatisfactory grade ("D+", "D", or "F") achieved will remain on the transcript.  |                              |
| 18       | The grade obtained upon successful repeat of a course will be the new grade recorded on the transcript; the previous unsatisfactory grade ("D+", "D", "F") will remain on the transcript.   |                              |
| 19       | Only unsatisfactory grades ("D+", "D", "F") in different courses will count towards the maximum allowable number of unsatisfactory grades of two (2). Note that repeating a course will count as a second remediation (see Rule # 15-3).  |                              |
| 20       | A student who obtains a cumulative GPA < or = 1.99 will be placed on MAS.   |                              |

**\* MAS: Students who are placed on MAS with mandatory repetition of coursework have to repeat all courses in which a grade of "F", "D" or "D+" were obtained. MAS will be cleared if students:**

- 1 Achieve a cumulative GPA of 2.00 or above in each term that they spend on MAS.
- 2 Do not receive any unsatisfactory grades ("D+", "D", "F") during their MAS, and
- 3 Fulfill all other requirements stipulated by the APRC

**\*\* Dismissal: Can be appealed by the student.**

The APRC has the authority to set different and/or additional requirements for purposes of remediation, to those set forth in the above table, upon review of an individual student's academic progress.

**\*\*\* This policy is in effect as of Fall 2023.**

# Administrative Policies and Process

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## Academic Program and Policies Admission Standards

Essential abilities and characteristics for completion of the DVM degree consists of certain sensory, physical and cognitive abilities and emotional characteristics to assure that candidates for admission, promotion, and graduation are able to complete the entire course of study and participate fully in all aspects of DVM training, with or without accommodations. It is the policy of the SVM to provide qualified students who have disabilities with reasonable accommodations. It is the responsibility of the student seeking an accommodation to notify the [Student Accessibility and Accommodation Services](#) in the Dean of Students Office, complete an application and provide the required documentation and information.

Compensation through technology for deficiencies in any of the areas outlined above or below may be acceptable; however, such compensation should not preclude a candidate's abilities to act reasonably and independently. The use of a trained intermediary would mean that a candidate's judgment must be mediated by another person's power of selection and observation; therefore, third parties cannot be used to assist students in accomplishing curricular requirements in the tasks specified below, where the candidate's judgment would be so mediated as a result.

## Technical Standards

- 1. Observation Skills:** Applicants/Veterinary Medical students must be able to participate actively in all demonstrations and laboratory exercises in the DVM professional curriculum, and to assess and comprehend the condition of all patients assigned to them for examination, diagnosis, and treatment.
- 2. Communication Skills:** Applicants/Veterinary Medical students, must be able to communicate effectively and sensitively, with clients and owners of animals, in order to elicit information, assess verbal and non-verbal communications, and be able to effectively and efficiently transmit information to these clients and owners of animals, fellow students, faculty, staff, and all members of the veterinary health care team. Communication skills include speaking, reading, and writing, as well as the observation skills described above.
- 3. Motor Skills:** Applicants/Veterinary Medical students must have sufficient motor function to collect and derive information from animal patients by palpation, auscultation, and other diagnostic maneuvers, be able to perform basic laboratory tests, carry out diagnostic procedures, and be able to execute the contact with animal patients reasonably required to provide general care and emergency treatments.
- 4. Intellectual/Conceptual, Integrative, and Quantitative Abilities:** Applicants/Veterinary Medical students must be able to measure, calculate, reason, analyze, and synthesize. Problem-solving, the critical skill demanded of veterinarians, requires all of these intellectual abilities. In addition, Applicants/Veterinary Medical students must be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures. Applicants/Veterinary Medical students must have the capacity to perform these problem-solving skills in a timely fashion.
- 5. Behavioral and Social Attributes:** Applicants/Veterinary Medical students must possess the emotional health required for full utilization of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the diagnosis and care of animal patients, and the development of mature, sensitive, and effective relationships with clients and owners of animals and others. Applicants/Veterinary Medical students must also be able to tolerate taxing workloads, function effectively under stress, adapt to changing environments, display flexibility, and learn to function in the face of uncertainties inherent in the clinical problems of many animal patients. Compassion, integrity, concern for others, commitment, and motivation are personal qualities which all applicants/veterinary medical students should possess.

**6. Animal Handling and Husbandry; Veterinary Medicine and Surgery:** Applicants/Veterinary Medical students must be capable of recognizing the temperament of domestic and non-domestic animal patients and of making decisions related to the handling, restraint, and safety of the animal as well as the safety of clients and animal owners, the veterinary medical team, and people in the immediate area. It will be necessary for veterinary students to safely and humanely make physical contact with animal patients of the domestic species for diagnostic and treatment purposes.

## Registration and Check-In

All students registered in the veterinary medical program are subject to the policies and regulations of both the SVM and SGU as stipulated in this manual, irrespective of matriculation date. All students are required to complete the check-in process on or before the first day of classes each term as scheduled by the Office of the University Registrar. Students in dual degree programs (DVM/Master of Public Health (MPH) or DVM/Master of Science (MSc)) are required to meet with their Graduate Studies Program Advisor and attain clearance; they will then register/check-in for both programs simultaneously.

The final year of veterinary clinical training is scheduled through the SVM. Students must appear at the assigned educational institution as advised and follow the course registration procedures of that particular institution. Failure to appear as scheduled may result in dismissal from the University.

In order to check-In for Terms 1 through 6 of the veterinary medical program in Grenada, students must have academic, financial and health insurance clearance. Students who are not in good financial standing are required to work with the Office of Student Finances to resolve their outstanding balances.

If students are recipients of federal and/or alternate student loans, all required documentation must be received before financial clearance is provided. Students should not proceed to Grenada without financial and academic clearance.

Students in Terms 7, 8, and 9 should follow the procedure established at their assigned clinical institution. They will be notified of any registration holds by email

## Late Registration Check-In Fee

Students who check-In after the first day of classes will be charged a late registration check-In fee. This serves to encourage students to be present and accounted for on the first day of classes. Students are allowed to return late within the allotted period; however, this will not exempt them from this fee.

Students will be billed according to the following schedule:

|  |             |
|--|-------------|
| First day of late registration period  | US \$ 50.00 |
| Second day of late registration period | US \$100.00 |
| Third day of late registration period  | US \$150.00 |
| Fourth day of late registration period | US \$200.00 |
| Fifth day of late registration period  | US \$250.00 |
| Sixth day of late registration period  | US \$300.00 |

### **There are no exceptions or waivers to this late fee.**

Students should note that if they check-In and begin classes late, they will miss important academic concepts and their grades may suffer. Late registration will not be considered a mitigating factor for poor academic performance.

# Professional Mentor Program

Soon after check-in, the Office of Academic Affairs assigns all matriculated students a faculty mentor. The mentor program is initiated to support students in their academic and professional progression through the curriculum. The faculty mentor meets with a group of approximately 15 students at the beginning of term 1 and during the mandatory professional skills sessions.

Faculty mentors are required to meet with the students in the first three (3) weeks of the term and can schedule impromptu meetings initiated by the mentor, the student, or as recommended by the APRC or the FPP at any time during the student's tenure at SGU SVM.

To provide appropriate guidance, mentors interact with other offices of the University, such as the DOS and the DES. Mentors play a role at the time of academic progression and the appeals process described elsewhere in this manual. Mentor's views and interview summaries are filed in Insight for future reference.

## Nondiscrimination Statement and Title IX Information

### **SGU Nondiscrimination Statement Publication**

The following language is the full nondiscrimination statement that should be published in the locations listed below, as required by OCR.

It is the policy of St. George's University ("University") to provide an educational and working environment that provides equal opportunity to all members of the University community. To the extent applicable, the University prohibits discrimination, including discrimination against persons in the United States on the basis of race, color, national origin, religion, sex, disability, or age. In accordance with Title IX of the Education Amendments of 1972, the University does not discriminate on the basis of sex in its education programs and activities against a person in the United States, including with respect to admissions and employment.

The following person has been designated to handle inquiries regarding discrimination prohibited under Title IX against persons in the United States:

Toni Johnson Liggins M.D.  
Associate Dean, Clinical Studies (US)  
Title IX Coordinator  
**Address:** 3500 Sunrise Highway, Bldg 300, Great River, NY 11739  
**Telephone No.:** +1 (631)665-8500 X1634  
**E-mail:** [Title-IX-Coordinator@sgu.edu](mailto:Title-IX-Coordinator@sgu.edu)

Further information regarding the application of Title IX is available from the U.S. Department of Education's Office of Civil Rights (OCR) at <https://www2.ed.gov/about/offices/list/ocr/index.html> or by phone at 1-800-421-3481.

Other inquiries regarding the University's nondiscrimination and sexual misconduct policies, including any allegations of discrimination against persons outside of the United States, can be directed as follows:

|          |                                |   |
|----------|--------------------------------|---|
| Students | Office of the Dean of Students | 473-444-4175 ext.3698<br><a href="mailto:dos@sgu.edu">dos@sgu.edu</a>             |
| Students | Office of Judicial Affairs     | 473-444-4175 ext. 3137<br><a href="mailto:judicial@sgu.edu">judicial@sgu.edu</a>  |
| Faculty  | Office of Human Resources      | 473-444-4175 ext.3762<br><a href="mailto:FacultyHR@sgu.edu">FacultyHR@sgu.edu</a> |

Staff Office of Human Resources 473-444-4175 ext. 3380  
[hr@sgu.edu](mailto:hr@sgu.edu)  
Vendors Office of Vice President of Business Administration 473-444-4175 ext. 4031  
[dbuckmire@sgu.edu](mailto:dbuckmire@sgu.edu)  
Any Report Ethics Point at: 1-844-423-5100  
Online [here](#)

## Class/Examination Attendance

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All matriculated students are expected to attend all assigned academic activities for all courses currently registered.

### Procedure for submitting a Medical Excuse

To submit a medical excuse, the student uses the Medical Excuse (ME) link on the University Portal. This self-report form should be submitted before the end of the scheduled examination time. This form will be sent automatically to the Course Director(s), University Health Services (UHS), DOS Office, and Dean of the SVM. The ME covers all exams and/or mandatory activities within a 7-day period starting from the date of submission of the ME. If a student becomes able to take some or all of the examinations during the timeframe covered by the ME, and chooses to resume exam/mandatory activities, they should proceed with all remaining examinations/mandatory activities from that moment onwards. If illness persists for more than seven days, students are not advised to fill out a second Medical Excuse Form. Students are directed to visit or call University Health Services. Students are only allowed two (2) medical excuses in an academic year.

If a student makes a third ME request within 12 months, then the case being reviewed by the DOS, the SVM Dean's Council and the Director of the University Health Services (UHS), which may result in a Mandatory Medical Leave of Absence (MMLOA).

Note: Students may not request a ME once they have started an exam. Once a student has started an exam, a score will be submitted and contribute to the student's grade, irrespective of how much the exam is completed. Therefore, students are strongly discouraged from taking an exam if they are unwell.

### SGU-SVM Policy on an Excused Absence (EA) for Students

The policy on the conditions under which an approval for an Excused Absence (EA) with allowance for taking a completion quiz/examination/lab, if missed during the EA is granted, is as follows:

A valid excuse for approval of an EA constitutes a medical excuse, or a non-medical excuse (family emergency-health, funeral, attending a conference, religious observance, or other extenuating circumstances).

### Medical Excuse

- Students are discouraged from taking an assessment/examination or mandatory activities if they are unwell.
- Students are entitled to one (1) self-reported medical excuse (ME) per 12 months.
- Students can self-report using the University Portal to submit an ME. This ME must be submitted before the scheduled examination or mandatory activity time ends.

- A student cannot submit an ME after officially starting the assessment/examination unless there are extenuating circumstances.
- The approval will be sent automatically to the course director(s), University Health Services (UHS), DOS office, and Dean of the SVM.
- The ME covers all assessments/examinations and mandatory activities within seven (7) days from the date of submission.
- If illness persists for more than seven (7) days, the students are directed to visit UHS and submit the extension to the SVM DOS office.
- If a student becomes able to take some or all of the assessments/examinations/participate in mandatory activities during the timeframe covered by the ME and chooses to resume assessments/examinations/mandatory activities, they should proceed with all remaining assessments/examinations/mandatory activities from that moment onwards. Students who do not abide by this rule are reported to the FPP.
- If a student needs to make a second medical excuse request within a 12-month period, they must contact the UHS before or on the same day they need the excuse. The request will only be granted if it is a valid medical excuse. In case the UHS determines that the excuse is valid, it will be considered an exception. This second ME may result in a Mandatory Medical Leave of Absence (MMLOA).
- The students must contact their course director(s) to coordinate the remediation of missed assessments/examinations on the same day they submit the excuse.
- An "Incomplete" score is given for the assessment/examination.
- Students must take the completion examination within seven (7) days of the original date of the assessment/examination.

## Non-Medical Excuse

- Only one non-medical excuse per 12 months can be allowed and will grant the student to be absent for a maximum of three (3) working days from mandatory activities that can be rescheduled.
- Students must submit the dates of their non-medical excuse with the SVM DOS within two (2) weeks from the start of each term to receive an excused absence.
- Non-medical excuses will not be approved for summative assessments or when mandatory activities cannot be rescheduled.
- For conference travel, students must be in good academic standing, have a cumulative GPA of 3.0 or higher, and actively participate in the conference.
- Students should register their religious holiday dates within two weeks of the start of each term. They will be excused for religious reasons and take the completion examination scheduled within seven (7) calendar days of the original date of the assessment/examination if they provide proper documentation and registration.

Extenuating circumstances will be assessed on a case-by-case basis, with a maximum allowable period of fourteen (14) days of absence.

# Examination Policies

Students who fail to appear for a scheduled assessment (quiz, examination) within the time period allocated for this assessment, without a valid excuse (submitted before the deadline), will receive a score of zero ("0") points for the assessment. Students who fail to complete and submit a scheduled assignment within the time period allocated for this assessment, without a valid excuse (submitted before the deadline), will receive a reduction in points, or a score of zero ("0") points for the assessment. Excuses are vetted as valid or not by the SVM Associate/Assistant Dean of Students.

Scheduling of examinations (regular, re-sit, completion, comprehensive, or exemption) is at the discretion of the University. University policy dictates that an examination cannot be given prior to the scheduled date.

For further information on the SVM Examination Policy [please click here to view the policy](#).

## Course Examinations

All courses will utilize some evaluative measure to determine students' competency in or comprehension of the subject. This will be stated in the course syllabus.

## Other Examinations

In addition to the regularly scheduled examinations for each course, there are three other types of examinations:

**A. Re-sit examination:** Under certain circumstances ([See Qualitative Deficiencies](#)), students will be required to remedy "D+", "D", and "F" grades by taking a mandatory comprehensive re-sit examination approximately two (2) weeks prior to the beginning of classes in the following term as scheduled by the school.

1. Upon obtaining a grade of "C" or better on the re-sit exam, the maximum course grade earned is a "C".
2. At mid-term, students who are at risk of getting an unsatisfactory grade ("D+", "D", "F") in the course, will be advised by the APRC to prepare for remediation.
3. Students will have the option to take a re-sit examination in Grenada, at an approved testing center (at their own cost) or via an approved proctored examination process (provided by SGU). Failure to appear without an accepted excuse constitutes an automatic mandatory repeat of the course and sanctions related to unprofessional behavior.
4. Term 6 students will have the option to take a re-sit examination in Grenada, at an approved testing center (at their own cost) or via an approved proctored examination process (provided by SGU). The student will be expected to appear for the exam within three (3) weeks after the last final exam. Failure to do so will delay enrollment in the 4th year clinical program.

**B. Completion examination:** Students who receive an approved grade of Incomplete ("I") for missing a quiz or an examination (Mid-Term or Final) in a course ([See "I" Grade](#)) must take a Completion Examination within seven (7) calendar days of the deferment.

Term 6 students will have the option to take a completion examination in Grenada, at an approved testing center (at their own cost), or via an approved proctored examination process (provided by SGU) within seven (7) calendar days of the deferment. Failure to do so will delay enrollment in the 4th year clinical program.

1. Students will not be able to defer an examination for misreading the examination schedule, accommodating travel plans, or any other reason not considered a serious mitigating circumstance.
2. The format and content of the completion examinations will be defined by the Course Director, and will be equivalent in format, length and appropriate course content as the deferred examination.



**C. Exemption examination:** Students who transfer into the School of Veterinary Medicine or who seek to obtain credit for a course passed with a minimum “B” grade at an approved school may be required to take an exemption examination.

Students must obtain approval from the Course Director, Department Chair, and Dean of the SVM before taking this examination. The format and content of the examination will be specified by the Course Director. A notation of “E” will appear on the transcript indicating exemption from that course.

It must be stressed that students with an “E” on their transcript may encounter some difficulty in the future when applying for licensure in some states in the United States or in other countries.

## Satisfactory Academic Progress Guidelines

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### Standards for Admission, Retention, and Graduation

The SVM has specified the following academic standards, which all applicants/students are expected to meet in order to participate in the veterinary medical education program and the subsequent practice of veterinary medicine.

The relevant committee and/or panel within the SVM reserves the right to place on MAS or nonacademic probation, suspension, or recommend for withdrawal or dismissal of all students whose conduct, health, or academic performance would appear to render students unfit for the practice of veterinary medicine.

While on MAS, PAF or nonacademic probation, the performance of the students must improve in accordance with the specific written instructions given to them by the relevant entity or they risk dismissal.

### Academic Progress Standards

The APRC reviews the progress of all students at the end of each academic term. Based on its review of students’ progress, the APRC makes decisions on the progression and retention of students according to the following standards.

All students are expected to meet the qualitative and quantitative standards of the SVM. The quantitative standards relate to the progression of the students through the academic program in a timely fashion. The qualitative standards relate to achieving satisfactory grades, successfully completing coursework and maintaining the minimum standards set forth in the qualitative standard section next.

### Quantitative Standards

Students will normally complete the veterinary medical program within four calendar years. The maximum time allowable is six calendar years. Students must successfully complete at least 50% of their cumulative credits attempted at the completion of their first two terms in order to maintain good academic standing.

To maintain good academic standing, students must successfully complete at least 67% of their cumulative credits attempted. Grades of “W”, “I”, “F” or “NC” count towards credits attempted, but not credit earned or successfully completed.

Failure to complete the program in the allotted time will result in a recommendation for dismissal by the APRC. Normally, leaves of absence (LOAs) will not be granted for more than a total of 12 months from matriculation to graduation. Only in extraordinary circumstances, and only when approved by the SGU Dean of Students, in consultation with the relevant SVM Deans, a longer LOA may be granted.

## Qualitative Standards

Progression into each succeeding term during the first year through the third year will be granted if students have fulfilled all of the following requirements:

1. Students have satisfactorily completed all courses required for that term in the curriculum.
2. Students have maintained a minimum cumulative GPA of 2.00.
3. Students must have satisfied all outstanding grade requirements.

### **Progression into the final year will be granted if:**

1. Students have a minimum cumulative GPA of 2.00
2. No outstanding unsatisfactory grades ("D+", "D", "F").

### **The following cumulative grade point average (GPA) standards are used for the evaluation of students by the APRC:**

#### **Cumulative GPA = 4.00**

Students will be placed on the Provost's List and promoted to the next term.

#### **Cumulative GPA > or = 3.50**

Students will be placed on the Dean's List and promoted to the next term.

#### **Cumulative GPA < 3.50 and >1.99**

Students are making satisfactory progress and are promoted to the next term

#### **Cumulative GPA < or = 1.99**

Students will be placed on MAS.

To complete the final year of the SGU SVM curriculum successfully, students must comply with the rules and regulations of the SGU affiliated institutions where they are completing the final year of clinical training of the veterinary medical curriculum and must remedy all deficiencies accordingly.

Students must fulfill the following distribution of subject areas:

- Large Animal Surgery
- Large Animal Medicine
- Small Animal Surgery
- Small Animal Medicine
- Diagnostic Services
- Diagnostic Imaging
- Clinical Anesthesia
- Electives

Students are eligible for graduation if they have passed all required courses in the veterinary medical curriculum.

## Non-Cognitive Skills

In the event that the APRC, the DOS, or the Dean of the SVM believes that students' non-cognitive skills are not in accordance with the Code of Conduct nor the standards specific to the SVM, the student will be referred to the FPP for an initial assessment, which could include seeking relevant information about student's personal adjustments, psychological, and/or medical status.

When a deficiency that interferes with professional development as a future veterinarian is identified, the FPP can place the student on non-academic probation, or require intervention.

# Satisfactory Academic Progress Standards and Impact On Federal Financial Aid

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## Satisfactory Academic Progress (SAP) and Impact on Federal Financial Aid

Satisfactory Academic Progress (SAP) ensures students are completing their academic program in a timely manner while achieving and maintaining compliance with minimum academic standards. Eligibility for the Federal Direct Student Loans is contingent upon students achieving SAP toward the DVM degree.

The standards are for Title IV Federal Financial Aid purposes only and neither replace nor override academic policies outlined in the SVM Student Manual. However, these standards are intended to be at least as rigorous as SGU's academic policies.

### EVALUATION POINTS

Students in the first three years of the DVM program (terms 1-6: Basic Sciences) are reviewed each academic term and students in year 4 of the DVM program (terms 7-9: Clinical Rotations) are reviewed annually.

Students must meet all of the minimum standards listed at each evaluation point or be subject to sanctions:

## Qualitative Standards

1. Have a Cumulative Grade Point Average (GPA) of at least 2.00
2. Have not received two or more grades of "F" or three or more unsatisfactory grades
3. Have not received an unsatisfactory grade while on academic probation
4. Have not received a "D" grade in a repeated course
5. Have not received two "D" grades in the same term
6. Meeting the academic standards of the affiliated veterinary school where clinical training has been provided.

## Quantitative Standards

1. Have earned at least 50% of the total attempted credits for the first two (2) terms of enrollment in Basic Sciences
2. Have earned at least 67% total attempted credits in the remaining terms

## Maximum Timeframe

1. Progressing toward completion of the first 3 years (terms 1-6: Basic Sciences) within 4 years of matriculation
2. Progressing toward completion of graduation requirements within 6 years of matriculation

## Treatment of Non-Earned Grades

Courses in which a student earned a grade of "W", "NG" or "I" will count toward hours attempted but not earned for maximum timeframe and pace of progression, but will not be included in the qualitative measure.

Courses in which a student earned a grade of "F" count toward the qualitative, quantitative and maximum timeframe calculations.

## Repeated Coursework

After repeating a course, only the newly achieved grade will contribute to the GPA calculation. All course attempts will count towards the quantitative and maximum timeframe calculations. Students are only allowed to receive federal financial aid for one repeat of a previously passed course.

### **DVM TUITION REPEATER POLICY**

#### **Effective for students admitted to the Four Year DVM program prior to August 2022 term:**

- DVM4 students in Terms 1-6 who are required to repeat coursework will not be charged tuition for the repeated courses; however, in all these cases, full administrative/student fees will be charged.

#### **Effective for students admitted to the Four Year DVM program as of the August 2022 term and thereafter:**

- DVM4 students in Terms 1-6 who are required to repeat a course will be charged administrative fees and a reduced tuition rate (1/2 of published tuition rate).
- If the student is unsuccessful in completing the repeated course, either as a result of failing or withdrawing from the University, the tuition charges for the repeated course will be reversed. The student is responsible for the administrative fees based on the standard refund policy.
- If the student is a federal or private student loan recipient, and the tuition reversal creates an over award, the over award amount will be returned to the lender on the student's behalf.

#### **Effective May 2023 for all students:**

- All SVM students in Terms 1 -6 will be charged full tuition and fees for all courses/Terms, including repeated courses due to failure, withdrawing from a course or returning from a leave of absence (LOA).
  - If a student repeats a course due to a failure **and the student is subsequently unsuccessful in the repeated course,** the tuition charges for the repeated course will be reversed. The student is responsible for administrative fees based on the standard refund policy.
    - Unsuccessful is defined as either a failure in the course or withdrawing from the course/university.
  - If the student is a federal or private student loan recipient, and the tuition reversal creates an overaward, the overaward amount will be returned to the lender on the student's behalf.
- Students receiving scholarships should consult the Office of Financial Aid ([faid@sgu.edu](mailto:faid@sgu.edu))
- Students who have questions regarding the tuition refund/repeated coursework policy should contact the Office of the Bursar ([studentfinance@sgu.onmicrosoft.com](mailto:studentfinance@sgu.onmicrosoft.com)).

*Policy is subject to change*

## Transfer Credits

For purposes of financial aid, only transfer credit hours officially accepted for the student's program of study will be automatically counted in the attempted and successfully completed credit hours toward the quantitative and maximum timeframe calculations.

Transfer credits are not included in the GPA calculation.

## Sanctions

The student will be notified in writing of any change in his or her SAP standing that may impact Title IV eligibility.

## Basic Science Terms

Students failing to meet any of the satisfactory academic progress standards will be placed on a one-term 'Financial Aid Warning' and will remain eligible to receive federal aid for the term.

If the student does not meet the satisfactory academic progress standards by the end of the warning term, the student will no longer be eligible for federal financial aid unless they file an appeal and it is approved.

## Clinical Terms

Students failing to meet any of the satisfactory academic progress standards will be ineligible for federal financial aid unless they file an appeal and it is approved.

## Loss of Title IV Eligibility

A student who has not met the minimum SAP standards after an annual evaluation, a warning semester, a probation semester or has failed to adhere to the terms of the academic plan will become ineligible for financial aid funding.

In addition, students who do not meet the standards for the maximum timeframe, will become ineligible for Financial Aid when it becomes mathematically impossible for the student to complete within the maximum number of years.

## Appeal Process

If a student has lost financial aid eligibility, the student may submit a written appeal with supporting documentation to the [Director of Financial Aid](#) petitioning for reconsideration of eligibility for financial aid based on extenuating circumstances.

The appeal must specify all of the following information:

1. The extenuating circumstances beyond the student's control that led to the failure to meet SAP (i.e., death, illness);
2. What has changed in the student's situation to resolve the issue(s) that caused the academic or progress deficit or progress; and
3. That the issue(s) will not affect their performance in the future.

Once the student provides all of the above required information, the Director of Financial Aid will review the appeal to determine the validity and reasonableness of the appeal and if students can reasonably be expected to return to a good SAP standing by the end of the next term or within the terms of an academic plan.

## Outcome of Appeal

If the appeal is approved, the student will be placed on 'Financial Aid Probation' for one term and will be eligible for financial aid funding for that term. If the student needs more than a single term to return to a good SAP standing, the student will be placed on an academic plan which allows the student to meet the SAP standards by a specific point in time.

If the appeal is denied, the student may regain financial aid eligibility by becoming compliant with all of the SAP standards while studying at his or her own expense.

Appeal decisions are sent to the student's official SGU email address within 10 days of the receipt of the appeal and appropriate documentation.

## Academic Plan

A student on an academic plan will have modified SAP measurements and requirements for the duration of the plan.

In order to receive financial aid for the terms while on an academic plan, the student must meet the terms of the academic plan as specified in their Financial Aid Probation letter. If the student doesn't meet the terms of the academic plan specified in the letter, the student is not eligible for federal financial aid.

# Student Policies, Procedures, and Nonacademic Standards

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## Veterinary Medical Procedures

- Students are not permitted to perform veterinary medical procedures on animals except under the supervision/direction of an SVM faculty member or a veterinarian approved by a recognized regulatory body with consent to mentor students; this applies to procedures on any animal not owned by the student.
- Students are not permitted to act as agents for animals not owned by the student, i.e., students may not order, request, or give permission for veterinary medical procedures to be performed on any animal that is not owned by the student.
- Students are not permitted to administer any drug or vaccine that is legally available only by prescription to any animal except under the supervision/direction of an SVM faculty member or a veterinarian approved by a recognized regulatory body with consent to mentor students.
- Students in violation of any of the policies outlined above will be subject to disciplinary action, which may include dismissal.

## Guidelines for Pregnant Veterinary Medical Students

The potential for injury to humans always exists in the practice of veterinary medicine, and increases whenever an involved student is pregnant. The greatest hazards are accidents that occur while working with animal patients and may cause physical trauma to the pregnant woman or to her unborn child. Additional hazards exist through exposure to formaldehyde, anesthetic and pharmaceutical agents, infectious/toxic agents or radiation. Such exposure can interfere with normal fetal development.

### **Any pregnant student enrolled in the School of Veterinary Medicine should:**

- Contact a physician to get a recommendation for a plan to minimize exposure to the hazards that may be associated with a veterinary student's assignments.

- Provide a signed statement from the physician which defines permitted limits of exposure to possible hazards during pregnancy.
- In writing, inform the administration of the SVM, Director of the UHC, and the DOS, of their pregnancy as early as possible, and state their decision relative to continuing in their course of study.

The SVM and SGU will attempt to provide an expectant student with the option of continuing their course of study under an individualized program of study if they so desire. If the student's coursework is such that they are enrolled in didactic coursework, the decision whether to remain enrolled is one they and their physician can independently make.

If the student is or will be enrolled in coursework involving laboratory or clinical training experience during their pregnancy, the SGU DOS Office will

- Provide to the student a list of the potential risks involved in all such laboratory activities for the student to use when meeting with their healthcare provider, so that they can make an informed decision about the risks/benefits of their decision to remain enrolled in the program.
- Request written documentation of the accommodations and personal protective equipment recommended by the physician for the protection of the expectant student and unborn child.
- Notify the student's Course Directors and/or clinical sites of the pregnancy and either receive the approvals to provide the needed accommodations or reschedule such activities until the child's birth. In this case, the student will be notified that the projected educational program completion date will likely be delayed.
- Arrange a meeting with the student, the SGUSVM Associate/Assistant Dean of Students, and the Director of the UHC to clarify, in writing, all matters related to the risks/benefits and decision involved, if requested, by the student or deemed appropriate by the SGU DOS or the Director of the UHC.
- Through the Associate/Assistant Dean of Year 4 Clinical Training, liaise with appropriate authorities at the affiliated school.

These guidelines are intended to allow the pregnant student to make an informed decision about the risks and benefits of continuing the program while pregnant.

It is in the best interests of pregnant students to maintain regular contact with their physicians/health care providers and to take appropriate steps to minimize exposure to hazards inherent to veterinary medical education and the veterinary profession. Notification to the SVM of pregnancy is not mandatory, but effective steps to address risks cannot be taken unless the student provides this notice.

### **Rights and Responsibilities:**

It is recognized that the pregnant student has rights and the responsibility for decisions concerning their pregnancy. The student should expect due consideration from everyone associated with them during their pregnancy, whatever their decision may be. At the same time, any pregnant student is expected to complete each and every requirement of the veterinary curriculum by a schedule or plan that can be reasonably implemented and under which risks are deemed acceptable by they and their physician.

## **Rabies Vaccination Policy**

Before arrival on campus and before check-in, Term 1 DVM students are required to be vaccinated against Rabies. The Pre-Exposure protocol for Rabies vaccination consists of two vaccinations at the recommended intervals, to be completed within a two (2)-week period.

Recommendations: 2 doses, at days zero (0) and seven (7), plus:

1. EITHER a one-time titer check after one (1) year and up to three (3) years following the first 2-dose vaccination.

2. OR 1-dose booster between three (3) weeks and three (3) years following the first vaccine in the 2-dose vaccination.

Students who arrive on campus without prior vaccination to Rabies will be required to complete the series within the first three (3) weeks of the term. Students can get vaccinated at the University Health Center (UHC). The Registrar's Office will send a form to Term 1 students to schedule the vaccine in the UHC; the first dose will be administered during the orientation week and the second dose seven (7) days afterwards (in week two (2) of the term). Term 1 students must send proof of vaccination to the Registrar's Office by week four (4) of the term. Failure to meet this requirement will be cause for dismissal or a mandatory Leave of Absence. Any students that remain out of compliance will be administratively withdrawn from the University and will not be allowed to attend classes until the requirements have been fulfilled. This vaccination protocol is also required of students entering the Foundation to Veterinary Medicine (FTV) and Pre-Veterinary Medical (PreVet) programs.

Students will be required to check serological titers every two (2) years and titers before progression into Year Four Clinical Training. Term 4 students must present their Rabies titers or proof of booster vaccination before starting Term 5.

There will be a possibility for all T4 students to have their Rabies titer checked on campus in the first half of the term. A rabies antibody titer below the acceptable threshold necessitates a booster vaccination prior to the start of term 5. The students must upload to the Office of Student Health Records a copy of the serological titers or proof of a one-dose booster within 3 years after the first 2 doses and before the beginning of Term 5.

Term 6 students are strongly encouraged to check serological titers before progressing to their Year Four Clinical Training. The student must adhere to the requirements of their clinical year affiliated school which may include additional serologic titers or booster vaccination.

## Requirements of Graduation

The Office of the University Registrar will review the entire record of all students before graduation. Students will not graduate without approval.

**In reviewing records, the following requirements are carefully checked to ensure that all candidates for the DVM degree meet the standard of the University:**

- Are in good financial standing, discharged of all indebtedness to the University
- Have met the requirements of all didactic and practical instruction in all departments, satisfactorily completed all professional coursework and examinations as defined by the SVM curriculum, and achieved a cumulative GPA of at least 2.00
- Have satisfied the academic and nonacademic standards of the University
- Have pursued the study of veterinary medicine for at least two years at SGU SVM
- Have maintained acceptable academic ethics, professional behavior, and good moral conduct

In order to complete the DVM degree, SVM students must complete one of the two following requirements during Terms 7-9.

1. Receive a passing score on the NAVLE in the first testing window available to them. For students starting Term 7 in January/February of each calendar year, this would equate to the Spring NAVLE® testing window and for students starting Term 7 in May/June, this would be the Fall NAVLE® testing window.

2. For students who do not take the NAVLE® in the first testing window or who receive a non-passing score on their first NAVLE® attempt, completion of the SVM Boards Success Seminar is required. This



seminar series consists of online assignments and modules as well as individual and group sessions designed to enhance success on all licensing board exams. Completion of all required components of this seminar is required for graduation from the DVM program.

\*Please note that students who do not plan to take the NAVLE® for licensure purposes will still be required to meet the above requirements to graduate.

## Honors Designations

**Summa Cum Laude (with highest honors):** A student graduating with a GPA between 3.90 to 4.00.

**Magna Cum Laude (with high honors):** A student graduating with a GPA between 3.76 to 3.89.

**Cum Laude (with honors):** A student graduating with a GPA between 3.65 to 3.75.