

3. accept excuses for absences without verification of the validity of the excuse.
4. allow students to take examinations early or late to accommodate the student's personal schedule.
5. provide handouts, notes or other lecture enhancements.
6. provide all material to be learned in the classroom environment or in a lecture format.
7. tolerate disruptive, uncivil or unprofessional behavior in the classroom, faculty offices, or elsewhere in the College of Pharmacy.

ACADEMIC AND PROFESSIONAL POLICIES

ABUSIVE CRITICISM

The manner in which students express criticisms, problems, or suggestions regarding the curriculum, individual courses, or instructors is important. The College values student input; however, the expression of criticism or problems, either in person or via e-mail, through the use of abusive language or disruptive behavior directed toward a class or an instructor is inconsistent with the demeanor aspiring professionals should be seeking to develop. Students are encouraged to bring up issues utilizing the appropriate channels. Concerns about aspects of a particular course should be directed to the appropriate faculty member at a mutually agreeable time and place. These matters should be addressed in person when possible, not via e-mail. Students are encouraged to utilize their representatives to the Pharmacy Student Senate to address those issues of interest to the entire class or student body. The Associate Dean for Academic Affairs is also willing to meet with any student(s) to discuss concerns about the curriculum, individual courses or instructors.

ACADEMIC STANDARDS

Students admitted to the College of Pharmacy are held to rigorous academic, ethical and professional standards as outlined in the College of Pharmacy Student Bulletin. To complete the Doctor of Pharmacy program, the student must have demonstrated satisfactory academic performance and ethical and professional standards. Disciplinary actions may occur based on violations of academic, ethical or professional standards as outlined in the College of Pharmacy Bulletin.

Academic Progression

Failure of a student to earn a minimum grade of "D" in a professional pharmacy course precludes progression to courses for which it is a prerequisite. In the event that a student fails to obtain a grade of "C" or better in a professional pharmacy course, the student must remediate that course or its equivalent at the next offering of the course, and such remediation must be completed within one year of the original course. Course withdrawals and leaves of absences disrupt a student's progress and are discouraged. A student who must withdraw from one or more courses for compelling circumstances beyond his or her control may petition the Associate Dean of Academic Affairs to withdraw from specific courses or from all courses. Withdrawal from a course without administrative approval will result in "W" grades being treated as a grade of "F" for academic progression and retention purposes. Failure of a student to earn a minimum grade of "C" in all professional pharmacy courses precludes progression to the Advanced Practice Experiences. Students who fail to meet minimum progression standards may find it necessary to resign their enrollment for one or more semesters. Students who interrupt their enrollment in professional pharmacy courses for a period of more than two consecutive enrollment periods (two semesters or a 12-week summer session plus a semester) must apply for readmission to the professional program of the College of Pharmacy

Probation

Any full-time or part-time student enrolled in the professional program in pharmacy who fails to maintain a minimum overall cumulative grade point average of 2.0 in required

professional pharmacy courses, earns a semester grade-point average below 2.0 in professional pharmacy courses or earns a grade of “D” or lower in two or more professional pharmacy courses in a semester shall be placed on probation. Students may also be placed on probation for violation of ethical or professional standards.

Removal from Probation

To be removed from probation, full-time or part-time students enrolled in the professional program of pharmacy must earn sufficient quality points to achieve an overall cumulative grade point average of at least 2.0 in required professional pharmacy courses and earn a grade of “C” or better on all professional pharmacy coursework during their next regular enrollment period and meet any criteria set by the academic standards committee. Students placed on probation due to violation of ethical or professional standards will be removed from probation when they have met the requirements set by the Board of Ethical and Professional Conduct and the Dean of the College of Pharmacy in their disciplinary actions.

Suspension

Any student on probation who fails to achieve an overall cumulative grade point average of at least 2.0 in required professional pharmacy courses or grades of “C” or better in required professional pharmacy courses during their probationary semester or fails to meet any criteria set by the academic standard committee at the conclusion of their probationary enrollment shall be suspended for a period of one academic year. Upon reentry into the professional program of pharmacy after suspension for scholastic reasons, a student is placed on probation and will be suspended if an overall cumulative grade average of at least 2.0 in required professional pharmacy courses is not achieved during the next enrollment period. Students who have their permit suspended or revoked by the Louisiana Board of Pharmacy will be suspended from the College of Pharmacy until their permits are reinstated. Suspensions related to violations of ethical and professional standards may vary in duration, and students suspended for nonacademic reasons must meet the requirements set by the Board of Ethical and Professional Conduct in their disciplinary action to be readmitted into the program.

In order to preserve the educational environment of the College of Pharmacy, any student enrolled in the professional program of the College of Pharmacy who is formally charged by civil authorities with the commission of a drug related felony shall be suspended from the College of Pharmacy pending the outcome of the civil judicial process. The policy is applicable to all such alleged offenses whether committed on the University campus or at an off-campus location.

Courses Taken By Students Under Suspension

No student under suspension for scholastic reasons may obtain credit toward a degree on courses pursued at another institution while ineligible to register in any institution under the jurisdiction of the University of Louisiana System Board of Supervisors.

Dismissal

Any student enrolled in the professional program of pharmacy shall be dismissed from the program for the following:

1. Receiving a second scholastic suspension.
2. Failing to satisfy all graduation requirements for the Doctor of Pharmacy Degree within a six calendar year period immediately following his/her initial enrollment in the professional pharmacy program. If a student reaches a point from which it could not be expected for him/her to finish within the required six-year period by progressing through the normal sequencing of remaining courses, the student will be dismissed from the program at that time.
3. Any student enrolled in the professional pharmacy program that earns two or more

“F” grades in professional pharmacy courses - in any sequence or combination.

4. Any student enrolled in the professional pharmacy program that fails to complete a required professional pharmacy course or its equivalent with a minimum grade of “C” upon a second attempt. (i.e. when repeating a required professional pharmacy course in which an initial grade of either “F” or “D” was earned, the student must achieve a minimum grade of “C” upon the first remediation attempt).
5. Students denied a pharmacy intern permit by the Louisiana Board of Pharmacy.
6. Any student who has been admitted to the professional program of the College of Pharmacy and subsequently convicted of a drug related felony.
7. Students who have their pharmacy intern permit permanently revoked.
8. Any student admitted to the professional program that is not compliant with the immunization requirements of the College of Pharmacy.
9. Students failing to attend class.
10. Professional and/or ethical misconduct.
11. Inability to meet the technical standards of the College of Pharmacy.

Dropping Classes or Withdrawing from the College of Pharmacy

Students admitted into the Doctor of Pharmacy Program in the College of Pharmacy are not allowed to withdraw from courses or from the College or University without academic consequences. Students withdrawing from courses without administrative support will receive a grade of “W” which will be treated as a grade of “F” for academic standards purposes. Students withdrawing from the College or University without administrative support may not resume activities in the College unless they are readmitted to the Doctor of Pharmacy Program.

Students wishing to take a leave of absence or withdraw from the program with administrative support must send a written request to the Associate Dean of Academic Affairs in the College of Pharmacy. To receive administrative support for withdrawal, students must demonstrate and document a significant hardship that will impact their ability to continue in the program. Failure to maintain appropriate progress or achievement in a course is not sufficient hardship to acquire administrative support.

The request will be reviewed by the Associate Dean of Academic Affairs in consultation with the Office of Student Affairs. Students receiving administrative support for withdrawing from the program will sign a letter of agreement from the Associate Dean of Academic Affairs which states the reason they are withdrawing from the program, when they will return to the program, remediation or developmental programs that must be completed while on leave, and the status of the student upon returning to the program.

Students withdrawing from the College of Pharmacy professional program with administrative support will be readmitted to the program upon completion of the requirements set forth in their letter of agreement. Students not complying with their letter of agreement will be dismissed from the program unless the letter has been modified with the consent of the Dean of the College of Pharmacy or his/her designee. Students withdrawing from the Doctor of Pharmacy Program without administrative support will be considered dismissed from the program and must appeal to the College of Pharmacy Academic Standards Committee for readmission to the program.

Readmission

Students who have withdrawn from the University or College without administrative support or have been dismissed from the College of Pharmacy for academic reasons may appeal to the Academic Standards Committee for readmission to the program. The student should write a letter of appeal to the Chair of the Academic Standards Committee outlining and supporting their request to be readmitted to the program.

Letters of appeal should be addressed to:

Chair, Academic Standards Committee
c/o Associate Dean, Academic Affairs
College of Pharmacy
University of Louisiana at Monroe
700 University Avenue
Monroe, La 71209

The Academic Standards Committee will review the request and recommend appropriate action to the Dean of the College of Pharmacy. The Dean or his designee will communicate the decision to the student in question via certified mail.

Students dismissed from the College for professional or ethical reasons, may appeal to the Ethics and Professional Conduct Committee for readmission to the program. The student should write a letter of appeal to the Ethics and Professional Conduct Committee outlining and supporting their request to be readmitted to the program.

Letters of appeal should be addressed to:

Chair, Ethical and Professional Standards Committee
c/o Associate Dean, Academic Affairs
College of Pharmacy
University of Louisiana at Monroe
700 University Avenue
Monroe, La 71209

The Ethics and Professional Conduct Committee will review the request and recommend appropriate action to the Dean of the College of Pharmacy. The Dean or his designee will communicate the decision to the student in question via certified mail.

Students who have withdrawn from the University or College without administrative support or who have been dismissed from the College for violation of academic or ethical and professional standards will not be allowed to reapply for admission as a first time student, and can only be readmitted to the College via the appropriate committee. Any decision for readmission to the program may include conditions of remediation or development, including but not limited to repeating all or part of the program the student has already completed, that must be successfully completed for the student to reenter or remain in the program.

Students dismissed from the professional program of pharmacy wishing to continue their studies at the University of Louisiana at Monroe may appeal to the college dean of their intended new major for reinstatement to the University. University probation and suspension transfer rules apply in such cases

Failure to Progress in a Class

Students failing to earn a grade of "C" or higher in required course in the College of Pharmacy Curriculum are required to retake that course at its next available offering. Students are required to schedule other available courses around the course they are re-mediating.

AWARENESS AND RESPECT FOR DIVERSITY

The University of Louisiana College of Pharmacy supports an environment wherein individuals (students, staff, faculty, guests) can bridge differences and work as partners in achieving goals. The provision of healthcare in a State with diverse populations requires an inclusive attitude. It is expected that professional students will act in a manner that is guided by the respect for other students, faculty, patients, and health care professionals who may have differences that include, but are not limited to, religious beliefs and practices, nontraditional medical beliefs and practices, socioeconomic status, sexual orientation, ethnicity, language, physical and emotional disabilities, racial background, intellec-