Western University of Health Sciences

College of Podiatric Medicine

Doctor of Podiatric Medicine (DPM)
2021/2022 Catalog

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COVID-19 Impact

The contents of this 2021-2022 catalog reflect standard operating conditions for the academic year. However, the global COVID-19 pandemic has resulted in a rapidly changing environment for higher education, and Western University of Health Sciences will respond to those changes in the interest of the health and well-being of all our students, faculty, staff, and administration. Changes to policy, procedure and practice may be necessary from time to time, and these changes will be published using typical communication channels, including mail, email, publication to the university web site, press releases, and other channels as deemed appropriate. These changes may supplement and supersede any inconsistent provisions found in this Catalog.

College of Podiatric Medicine

Doctor of Podiatric Medicine (DPM)

Accreditation

Western University of Health Sciences College of Podiatric Medicine (WesternU CPM) was accredited by the Council on Podiatric Medical Education (CPME) in October 2012 in accordance with attainment of the educational standards and requirements set out by that agency. This status was achieved once the program of podiatric medicine was fully activated with students enrolled in all four years of the educational curriculum. Accreditation by the CPME is considered the best statement of good educational practice in the field of podiatric medicine.

Complaints Regarding Accreditation Standards

CPM is committed to meeting and exceeding the standards for accreditation of colleges of podiatric medicine as described by the American Podiatric Medical Association (APMA). A copy of the standards is available upon request from the Office of the Dean. A student who believes that CPM may not be in compliance with a standard of accreditation has the right to file a complaint through the following procedure:

- A written, dated, and signed complaint must be filed with the Office of the Dean, CPM.
- The Dean will consult with an ad hoc committee of faculty and students to investigate the complaint.
- The results of the investigation shall include findings of fact, a determination of standard compliance or non-compliance, and recommended corrective actions. The results will be communicated in writing to the Dean, and to the student complainant.
- If corrective action is indicated, the Dean will respond with a description/plan for such action within 30 days of receipt of the ad hoc committee's results.
- Records of all proceedings regarding complaints will be maintained by the Office of Pre-Clinical Education and Outcomes of CPM.
- In the event that the student is not satisfied with the ad hoc committee's determination and/or corrective action, the student may communicate his/her complaint to:

Director
Council on Podiatric Medical Education
9312 Old Georgetown Road
Bethesda, Maryland, 20814-1621

General Information

The Podiatric Medicine Philosophy

Podiatric medicine is both a profession as well as a medical specialty. Students are prepared to attain the necessary competencies for entry-level residency training through successful completion of a solid, thoughtfully orchestrated curriculum. Integration of the basic and clinical sciences allows students to form a foundation for future clinical practice. Patient care management protocols follow evidence-based medical principles that have been taught in the pre-clinical years. The development of critical thinking skills is emphasized at each level of the educational process, with research methodology woven throughout.

As the health care system in the United States continues to evolve, graduates of colleges of podiatric medicine must be able to assume a vital role as part of the medical health care team. To do so successfully, the scope of education at the professional level must be broad, comprehensive in content and include all of the resources found in any medical college program – both didactically and clinically.

We believe in promoting a culture of excellence in the advancement of research and biomedical sciences and in the promotion of the health and welfare of the community at large by utilizing a comprehensive approach to the management of the disease processes that adversely affect the lower extremities.

Finally, we believe that we must serve as advocates for patients around the world who deserve better podiatric education and care. We believe that services that are rendered to patients served by the college, its students and graduates, must be patient-focused, culturally and linguistically and must include the interdisciplinary care offered by other specialists in the health science community. It is our belief that these actions are vital to the success of the WesternU's College of Podiatric Medicine.

Mission

The Mission of the College of Podiatric Medicine is to mentor and educate students by providing innovative educational experiences, including interprofessional patient care, and producing in them a passion to improve the lives of others. The Mission also supports integration with the university health science community, provides for, and creates a culture of lifelong learning for students and other community health professionals through an active continuing education program.

Diversity Statement

The College of Podiatric Medicine at Western University of Health Sciences is proud to represent students from all walks of life; our students come from every racial, ethnic, and socioeconomic background to push the world of podiatric medicine forward. Every student enrolled in our college strives to put their passion, diligence, and academic fortitude towards achieving a higher standard of care for our patient population.

Core Competencies in Support of The College's Mission

- Academic excellence
- Innovative training practices
- Interprofessional education

- Compassion as health care providers
- Health care team integration

Additionally, the College aspires to excellence in producing students in:

- Medical knowledge
- Podiatric medical knowledge
- Patient-focused quality care
- Professionalism (Leadership)
- Research
- Interprofessional and Communication Skills
- Evidence-based learning
- Systems-based practice
- Lifelong learning

Strategic Plan in Support of the Mission and Core Competencies

As part of the University Strategic Plan, in January of 2005, the President and the University's senior management team engaged the University's Board of Trustees, faculty, and many members of the campus community in the creation of a long-term strategic plan. The new plan was to set the stage for the direction the University would take to meet the current and future health care needs of the community at large. The outcome of the comprehensive strategic planning process resulted in approval by the Board of Trustees to investigate the possibility of the addition of four new colleges: Podiatric Medicine, Dental Medicine, Optometry, and Biomedical Studies. Beginning in November 2011, the University convened a strategic plan task force and began the process of developing a new five-year strategic plan. The plan outlines seven goals addressing the areas of Education, Health Care, Research, Interprofessional Education, Financial, Internal Fitness, and Community Engagement.

CPM developed a comprehensive, five-year strategic plan in 2008, which has been re-evaluated and revised annually since its publication in 2009. The most recent update was done in early 2012 with the next update pending a finalized WesternU plan to ensure CPM is aligned with the goals and objectives of WesternU. The strategic plan clearly emphasizes the core functions of the College. The first is obtaining full accreditation, which was achieved in 2012. A focus is continued innovation of the educational programs (pre-clinical and clinical curriculum), but in order to achieve excellence in curriculum, two additional functions are necessary. CPM collaborates with WesternU's College of Osteopathic Medicine of the Pacific (COMP) to provide an integrated, comprehensive, pre-clinical curriculum. The goal is to facilitate quality educational enrichment for students of CPM, producing physicians and surgeons that will practice the art and science of the medical specialty of podiatric medicine and surgery. CPM also continues developing Articulation Agreements with the State of California University Systems and other colleges and universities in Southern California on partnerships designed to offer an educational tract for promising

talented students that desire an opportunity to attain early admission to the CPM. This program will be designed to fast track these individuals through a coordinated effort between partnering institutions, helping address aggressive enrollment management, another area of the strategic plan. Other educational programs CPM strives to create and maintain with a high level of achievement are podiatric medical and surgical residencies and continuing medical education for practicing podiatric physicians.

The CPM strategic plan also focuses efforts on the promotion and investment in biomedical research through active research projects and the development of research faculty and future podiatric medical educators for the 21st century. CPM has developed strong affiliation agreements with partnering academic health science centers, Veterans Administration Medical Centers, and Community Hospitals and Medical Centers that serve as the foundation for the clinical training for CPM students. The Patient Care Center (PCC) facility at WesternU is a comprehensive academic and clinical complex of nearly 250,000 square feet with integrated care amongst the seven centers housed at the PCC. The Health Education Center (HEC) provides over fifty breakout rooms for small group discussion and study with an entire floor of the HEC building dedicated to additional research laboratories.

Curricular Outcomes/Goals

The goal of CPM's curriculum is to prepare every CPM student with the knowledge, attitudes, and skills to excel in postgraduate podiatric medicine and surgery residency training programs of their choice. Specifically, the student will develop the expected competencies to enable them to demonstrate:

- Knowledge of pre-clinical science (application of didactic knowledge to clinical setting);
- Prevention, recognition, diagnosis and management of systemic diseases and local disorders that adversely affect the foot, ankle, and lower extremity (LE), foot and ankle as seen in a podiatric medical practice;
- Development of professional ability to work with others, reflecting cultural competence, ethical behavior, humanistic behavior, compassion and concern for others;
- Demonstration of the ability to function as a member of an inter-professional team;
- Demonstration of the ability to understand research methodology and other scholarly activities;
- Demonstration of the ability to understand podiatric medical practice and delivery of care in the various health-delivery settings (private practice, hospital-based practice, and health care educational systems such as college and academic health science centers, free standing colleges of podiatric medicine, health maintenance organizations group practices and inter-disciplinary practice settings);
- Demonstrate practice habits and management techniques for quality patient care in a variety of communities, health care settings, and living arrangements;
- Pre-clinical science knowledge;
- Prevention, diagnosis, and management of diseases and disorders of the LE In a cost-effect manner;

- Assessment of medical (systemic) conditions affecting the LE and making appropriate referrals;
- Practicing with professionalism, compassion, and concern and in an ethical fashion regardless of a patient's social class, gender, racial or ethnic background;
- Demonstration of the ability to communicate and work collaboratively with others to function in a professional manner in an interprofessional setting;
- Practice and management of patient care in a variety of communities, health care settings, and living arrangements;
- Demonstration and understanding of podiatric practice in a multitude of health-delivery settings; and
- Demonstration of the ability to understand research methodology and other scholarly activities.

Optional Programs

Summer Readiness and Preparedness Course (SPaRC)

WesternU's Learning Enhancement and Academic Development (LEAD) office offers a multi-week program that provides attendees with an introduction to biochemistry, genetics, microbiology and immunology, gross anatomy, and head and neck anatomy. This optional introductory preparatory program is available to incoming DPM students. Students will purchase a workbook and remit a tuition fee of $400.

Master of Science in Biomedical Sciences

WesternU offers WesternU/CPM students the opportunity to enroll in the Master of Science in Biomedical Sciences program whilst completing their Doctor of Podiatric Medicine. The MSBS program emphasizes training in modern methodology in the biomedical sciences with a broad range of skills and expertise acquired through core courses, elective courses, and research. The MSBS degree offers a curriculum with a variety of courses, and the students can select courses leading to an MSBS with a concentration in:

- Health and Nutrition Sciences
- Regulatory Sciences
- Translational Sciences
- Clinical Sciences
- Intellectual Property in Biomedical Sciences
- Health Care Bioinformatics

A minimum of 40 semester credit hours is required for completion of the MSBS degree. Students interested in completing the MSBS program while enrolled in the College of Podiatric Medicine should visit the MSBS website for additional information on application requirements, deadlines, and tuition/fees.

Master of Science in Health Sciences

Students enrolled in the College of Podiatric Medicine are also eligible to enroll in the Health Professions Education and Research in Podiatric Medicine track of the Master of Science in Health Sciences degree offered within the College of Health Sciences. Students interested in completing the MSHS program while enrolled in the College of Podiatric Medicine should visit the MSHS website for additional information on application requirements, deadlines, and tuition/fees.

Personal Competencies for Admission and Matriculation

A candidate for admission to the Doctor of Podiatric Medicine (DPM) program must possess, or be able to achieve through a reasonable accommodation, certain sensory and motor functions, that would enable them to carry out the activities described below. Upon matriculation to the program, the student must continue to possess, or be able to achieve through a reasonable accommodation, the personal competencies outlined below throughout their progression in Doctor of Podiatric Medicine (DPM) program. Graduation from the program signifies that the individual is prepared for entry-level podiatric medicine and surgery postgraduate training programs. It follows that graduates must have the knowledge and skills needed to function in a broad variety of clinical situations (medical and surgical) and to render comprehensive general medical and surgical care as well as podiatric medical and surgical patient care. The podiatric medical student must be able to integrate, consistently and accurately, all information received by all available means necessary. In addition, they must have the intellectual ability to learn, integrate, analyze, synthesize, and apply various types of information in a self-directed manner within the context of patient care.

A candidate for the DPM degree must exhibit abilities and skills which include but are not limited to the six areas identified below. For candidates or students who require a reasonable accommodation in order to meet the competencies outlined below, please contact the Harris Family Center for Disability and Health Policy (^{HF}CDHP) at (909) 469-5297.

Under all circumstances, a candidate or student should be able to perform the following in a reasonably independent manner, with or without a reasonable accommodation:

Observation

Candidates and students must have sufficient vision to be able to observe demonstrations, experiments, and microscopic laboratory exercises. They must be able to observe a patient accurately at a distance and close at hand.

Communication

Candidates and students must be able to communicate with patients and colleagues. They should be able to hear with or without reasonable accommodations. Candidates and students must be able to read, hear, speak, and be fluent in the English language. Reasonable accommodations may be provided for the hearing and speaking impaired.

Motor

Candidates and students must have sufficient motor functions to enable them to execute movements (with or without reasonable accommodations) that are reasonably required to provide general and emergency treatment of patients (i.e., palpation, auscultation, percussion, and other diagnostic and therapeutic modalities). Examples of procedures reasonably required of students and podiatric physicians include, but are not limited to: physical examination in the acute and non-acute settings, cardiopulmonary resuscitation, insertion of a variety of catheters, administration of intravenous medication, application of pressure to stop bleeding, opening of obstructed airways, suturing of simple wounds, closed manipulation of lower extremity fractures, and intra-operative (open reduction with internal or external fixation-ORIF/OREF) of fractures. These actions require coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision.

Intellectual, Conceptual, Integrative, and Quantitative Abilities

Candidates and students must demonstrate problem-solving skills, which involve intellectual, conceptual, integrative, and quantitative abilities. These abilities include memory, measurement, calculation, reasoning, analysis, and synthesis. The critical intellectual skill demanded of a podiatric physician, requires all of these intellectual abilities. In addition, candidates and students should be able to comprehend three-dimensional relationships and understand the spatial relationships of structures.

Behavioral and Social Attributes

Candidates and students must possess the emotional health required for full utilization of the intellectual abilities. They must show evidence that they can exercise good judgment and prompt completion of all responsibilities attendant to the assessment and care of patients. Candidates and students must also demonstrate that they can develop mature, sensitive, and effective relationships with faculty, staff, colleagues, and patients. Candidates and students must be able to tolerate physically taxing workloads, adapt to changing environments, display flexibility, and learn to function in the face of uncertainties inherent in-patient care. Compassion, integrity, respect, concern for others, interpersonal skills, interest, and motivation are all personal qualities to be assessed during the admissions and educational processes.

Physical Health

To ensure compliance with California State Health Department requirements and exhibit exemplary commitment to the rights and integrity of all parties in the education of health care professional students, WesternU/CPM has established medical status credentialing requirements that must be completed prior to matriculation. In addition to the skills listed above, candidates for the DPM degree also must be sufficiently free of any serious communicable diseases. Medical status credentialing is designed to ensure that the safety of patients is not compromised while protecting the rights and safety of students as well. For more detailed information, contact the Student/Employee Health Coordinator.

Admissions Policies and Procedures

WesternU/CPM accepts applications from all qualified candidates. While grades and Medical College Admission Test (MCAT) scores are important in selecting candidates for admission and may suggest future academic success, the Admissions Committee recognizes that these statistics, by themselves, do not guarantee later success as a physician. Therefore, WesternU/CPM will take into consideration the non-academic criterion that is also important in making the selection for candidates to the CPM. Western University/CPM seeks to admit a well-diversified and balanced student population and consider factors such as a well-rounded background, prior work experiences, college and health care professional's letters of recommendation, interest in and knowledge of podiatric medicine and each candidate's demonstrated professional promise. To ascertain these factors, an interview is required prior to any action being taken in regard to a candidate's application. The College may exercise its discretion to rely upon additional considerations as needed on an individualized basis.

Non-Discrimination Policy

In accordance with all applicable federal, state, and local laws, Western University of Health Sciences (WesternU) is committed to ensuring a campus community free from unlawful discrimination. Accordingly, WesternU prohibits unlawful discrimination on the basis of race, color, national origin ancestry, citizenship, ethnicity, creed, religion or religious creed, sex or gender (including gender identity), marital status, sexual orientation, disability (both physical and mental) including HIV and AIDS, medical condition (cancer and genetic characteristics), pregnancy (which includes childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), age, genetic information, military and veteran status, or any other characteristic protected under applicable law, in the administration of its programs or activities. WesternU also prohibits unlawful harassment, including Sexual Harassment. Lastly, WesternU is committed to providing equal access to and equal opportunities to all members of its campus community in accordance with all applicable laws.

This non-discrimination policy applies to applicants, students, and alumni. Additional nondiscrimination information can be found in the Nondiscrimination, Anti-Harassment, and Anti-Retaliation Policy, located in the University Catalog.

Reasonable Accommodation for Disabilities

Candidates and students must be able to perform all the essential functions of the program with or without reasonable accommodation. A student who discloses a disability and requests accommodation will be referred to the Harris Family Center for Disability and Health Policy (^{HF}CDHP). The student will be asked to provide documentation of the disability for the purposes of determining appropriate accommodations. The College of Podiatric Medicine will provide reasonable accommodations but is not required to make modifications that would substantially alter the nature or requirements of the program. A student with questions regarding reasonable accommodation can contact the ^{HF}CDHP office.

Minimum Application Requirements

The application requirements shown in this catalog apply to applicants who are seeking entry for the 2021/2022 academic year. Current admission and application requirements for the DPM program, including prerequisite coursework requirements, can be located on the Prospective Student website.

Candidates for admission to WesternU/CPM must meet the following requirements:

1. A minimum of ninety semester hours, or 135-quarter credit hours must be completed, at a regionally accredited college or university, by matriculation.

2. Completion of one academic year (or its equivalent) in English, biology, physics, inorganic chemistry and organic chemistry. All prerequisite courses must be completed with a grade of 'C' or better by the end of the spring term just prior to enrollment.

3. Applicants must submit their Medical College Admission Test (MCAT) or Dental Admission Test (DAT) scores. Scores are valid for three (3) years from the date of application. Information concerning this test may be obtained from the pre-professional advisor at one's college or directly from the MCAT or DAT Program Office. Applicants are encouraged to take the examination in the spring of their junior year. To be considered for admission, the MCAT or DAT examination must be taken no later than June of the entering year; however, an earlier test date is recommended.

4. Submit letters of recommendation as follows:
    a. Required: One letter of recommendation from a podiatric physician (should not be a family member)
    b. Optional: One letter of recommendation from your undergraduate institution's pre-professional committee or two letters of recommendation from science professors

Although not required, it is highly recommended that students consider courses in human anatomy, microbiology, histology, zoology, behavioral science, biochemistry, and/or genetics.

AACPMAS

WesternU/CPM, as well as all other colleges of podiatric medicine, participates in the profession's centralized application service through the American Association of Colleges of Podiatric Medicine Application Service (AACPMAS). AACPM is located at 15850 Crabbs Branch Way, Suite 320, Rockville, Maryland, 20855. Individuals interested in applying to WesternU/CPM should visit the AACPMAS website at http://www.aacpm.org/apply/apply.asp for information and application materials. You may also learn more about the application process on the WesternU Apply Now web page. Applicants should also arrange to have official transcripts of all prior undergraduate, graduate, and professional school course work forwarded to AACPMAS.

Upon receipt of the initial application and transcript(s), AACPMAS will collate materials, verify grades and transmit standardized information to the applicant and to his or her designated podiatric medical colleges. AACPMAS takes no part in the evaluation or selection of applicants and does not review applications to determine if completed correctly. After WesternU/CPM Admissions Committee conducts a review of the AACPMAS application, they may request additional information from the applicant for further consideration. Any request for supplementary information must be returned within 30 days to:

Western University of Health Sciences
DPM Admissions
309 E. Second Street
Pomona, California 91766-1854

Once the applicant's file is complete, the Admissions Committee reviews it to determine whether the applicant will be granted an interview. If an applicant is deemed promising, he or she is invited to the campus at his or her own expense. Each applicant will be contacted by the Office of Admissions to

schedule a convenient interview date. The applicant should plan to spend a full day on campus for orientation and the interview. Orientation consists of information on the curriculum, financial aid, student services, clinical rotations, lunch with a WesternU/CPM student and a tour of the facilities. A personal interview will take place with members of the Admissions Committee and/or faculty members from both basic and clinical sciences. The Admissions Committee evaluates the candidate's application and interview for acceptance to CPM. The applicant is then typically notified regarding the status of his or her application within three weeks of the interview.

Candidates accepted to WesternU/CPM must have a complete set of official transcripts mailed to the Admissions Office no later than June 1 for transcripts that were submitted to AACPMAS after the application was completed.

Applicants with Foreign Coursework

Applicants must report coursework completed outside the United States and must submit their transcripts for evaluation to a Western University of Health Sciences Approved Service at the candidate's expense. A course-by-course evaluation is required, and all coursework must be designated as undergraduate, graduate, or professional. WesternU only honors evaluations from one of the above services. The official evaluation must be sent directly to AACPMAS. DPM Advanced Standing applicants should have their official evaluations sent directly to the Office of Admissions.

International Students

International students and any other applicants who are not U.S. citizens and who are living in the U.S. must provide proof of legal U.S. residency prior to matriculation. For more detailed information, please visit our web page for International Students.

Acceptance Deposit

Candidates accepted to WesternU/CPM must pay a non-refundable acceptance deposit of $1,000. The due date for this deposit is provided in the offer of acceptance letter. Upon matriculation, the entire $1,000 is credited to the student's account. For candidates who are granted deferred admission to the DPM program an additional non-refundable $1,000 deposit is required the following spring to hold a seat in the next year's class. If an applicant fails to register, the $1,000 deposit is forfeited.

Criminal Background Checks

To meet state and industry specific requirements, hospital facilities and clinical sites may require students to complete criminal background checks prior to beginning rotations/clinical experiences. Consequently, to assure patient safety, students admitted to programs with clinical training requirements will be required to complete a criminal background check prior to matriculation and/or as a component of the scheduling of the rotation/clinical experiences. Upon acceptance of an offer of placement in the class, all candidates are required to provide proof of a criminal background check as detailed on the Prospective Student Website. The background check will be reviewed by WesternU/CPM. Candidates found to have not met the Standards of Academic Integrity, Professionalism and Student Conduct as outlined on the Prospective Student Website may be subject to rescindment of the offer of admission.

If a criminal conviction or other relevant sanction is shown on a background check, hospital facilities and clinical sites have broad discretion to restrict an individual from being assigned to the facility/site for the rotation/clinical experience. Therefore, please be aware that certain convictions may prevent students from entering hospital facilities or clinical sites, which may directly hinder a student's ability to complete

his or her academic program successfully. Furthermore, certain convictions may also prevent students from obtaining licensure in the State of California or other states. Applicants and current students are advised to check with the appropriate State(s) licensing boards to determine whether their backgrounds may be a barrier to future licensing.

Transfers from Other Schools

WesternU CPM does not currently accept transfer candidates from other Colleges of Podiatric Medicine to advance standing. Transfer applications from students studying at WesternU's College of Osteopathic Medicine of the Pacific will be considered on a case-by-case basis.

Doctor of Podiatric Medicine Advanced Standing Program

The Doctor of Podiatric Medicine Advanced-Standing Program grants a DPM degree to foreign-trained physicians who already hold a medical degree that is not from a U.S. or Canadian medical school. Students admitted to this program will be inserted into the third year of the traditional Doctor of Podiatric Medicine program.

Admissions Requirements

1) All applicants must already hold a medical degree from a medical school outside of the United States or Canada.

2) All applicants must have already achieved a passing score of **at least 194** on the United States Medical Licensing Examination (USLME) Step 1 exam.

    a. Official USLME score report must be submitted to directly to WesternU from the NBME. Score reports submitted directly by the applicant will not be accepted.

3) All applicants must be proficient in English speaking and reading comprehension. All applicants whose native language is not English must submit an official ETS TOEFL score report as part of their application. A minimum score of 79 on the internet based TOEFL is required for admission. Scores for TOEFL tests taken more than two years prior to the application deadline will not be accepted.

    a. Exceptions

        i. The TOEFL exam will be waived for permanent and temporary residents of the United States who have completed at least six (6) semester credit hours of College English/English Composition from an accredited institution within the United States.

            1. English course taken at institutions in foreign countries whose native language is English will be accepted (e.g., Canada, Australia, Great Britain, New Zealand, and the British West Indies).

Application Components/Process

An online application must be submitted, along with a $100.00 application fee, on or before the posted application deadline. Your application must also include:

1) Official transcripts for all coursework completed at U.S. colleges or universities.

2) All coursework taken from non-U.S. institutions must be submitted to an approved service for evaluation. Evaluation must include course-by-course evaluation with letter grades, pass/fail, or credit/no credit, and must specify which courses are considered undergraduate, graduate or professional. The evaluation service must submit the official evaluation directly to WesternU. Evaluations will not be accepted directly from the applicant.

   The College will also give consideration to applicants, on a case-by-case basis, who are unable to provide independent, verified documentation due to extenuating circumstances (e.g., war, destruction of records by natural disasters or arson, violent changes in government, or any event outside the control of the student that negatively affects them, and which can be supported by appropriate evidence.).

3) Demonstration of English Language Proficiency (TOEFL Scores)

4) United States Medical Licensing Examination (USLME) Step1 Score Report

5) Letter of Recommendation

   a. One (1) letter of recommendation from a medical school professor is required. The request for a letter of recommendation will be sent electronically to your selected recommender with the information you provide in your application.

6) Curriculum Vitae

   a. A current curriculum vitae with details of your current and/or past professional experiences.

Application components may be submitted at the time of application or after initial submission. All application components listed above must be received by the deadlines posted below before your candidacy for admission can be considered.

Application Timelines

Applicants seeking to begin the DPM Advanced Standing Program in June must submit their application and all required components by March 1.

International Students

International students and any other applicants who are not U.S. citizens and who are living in the U.S. Must provide proof of legal residency prior to matriculation. International students are also required to provide proof of adequate personal funding for a single academic year prior to issuance of an I-20. For more detailed information, please visit our web page.

Candidates accepted to DPM Advanced Standing program must pay a non-refundable acceptance deposit of $1,000. The due date for this deposit is provided in the offer of acceptance letter. Upon matriculation, the entire $1,000 is credited to the student's account. For candidates who are granted deferred admission to the DPM program an additional non-refundable $1,000 deposit is required the following spring to hold a seat in the next year’s class. If an applicant fails to register, the $1,000 deposit is forfeited.

Registration

All WesternU students are required to register by the registration deadlines specified by the University Registrar. Registration dates are posted on the Registrar's Office website. Failure to register by the deadline may be grounds for administrative withdrawal. All students registering after the posted deadline will be assessed a $30.00 per business day late fee.

Full tuition and fees and all prior debts must be paid in full on or by posted deadlines each academic year. Matriculation is subject to the satisfactory completion of all academic requirements and payment of all outstanding debts to the University. The receipt of the final transcript(s) from all colleges/universities attended and a physical examination with documentation of required immunizations (if applicable) prior to registration are additional requirements for incoming students.

Registration Late Fee Appeals

If you are assessed late fees for a registration period, you may submit an appeal to the Registrar. For additional information on the appeal process, please see the Registration Late Fees page on the Registrar's Office website.

Student Health Insurance Requirement

All full-time students at Western University of Health Sciences are required to have active health insurance while enrolled. All students are automatically assessed half of the entire year's insurance premium and will be enrolled in the student health insurance plan until they submit proof of coverage that meets the University's requirements. For additional information on student health insurance requirements and/or waiving out of the student health insurance plan, please see the Student Health Insurance page on the Registrar's Office website.

New Student Orientation/Welcome Week

Attendance at all Orientation/Welcome Week activities is mandatory for all incoming first-year, repeating, and advanced standing students. Failure to attend any part of Orientation/Welcome Week without prior approval from the Office of Student Affairs may result in the rescindment of a student's acceptance offer. For additional information on Welcome Week activities for the College of Podiatric Medicine, please visit: http://www.westernu.edu/students/welcome-week/ or contact CPMStudentAffairs@westernu.edu.

Student Initiated Changes in Enrollment Status

Leave of Absence

A student may request a Leave of Absence (LOA) with the occurrence of a medical emergency or illness, personal issues, financial hardship, or military service. Students must be in good academic standing to be eligible for a Leave of Absence. CPM Students may request a LOA with the Office of Student Affairs.

Students requesting an LOA are required to continue monitoring their WesternU email so that no information or deadlines are missed. Students must also consult with the Office of Financial Aid regarding any outstanding loans since students on a 30+ day LOA are not eligible for financial aid. Students on LOA are not covered by WesternU's accident, liability, or malpractice insurance. A notation regarding the LOA will appear on the student's academic transcript if the LOA is greater than 30 days in length.

For additional information on the University's Leave of Absence policy, please see 'Student Initiated Changes in Enrollment Status' in the University Catalog, General Academic Policies and Procedures section.

Withdrawal from University/Academic Program

Matriculation at the University is a privilege granted in consideration of specified levels of performance and of maintaining the established standards of scholarship and personal and professional conduct. The University reserves the right to require withdrawal at any time it deems necessary to safeguard its standards of scholarship, conduct, and orderly operation. The student concedes this right by act of matriculation. For additional information on withdrawing from the DPM program, please see 'Student Initiated Changes in Enrollment Status' in the University Catalog, General Academic Policies and Procedures section.

Full-Time/Part-Time Status

All DPM students enrolled in at least one class/rotation are considered full-time students.

Time Limits

The Doctor of Podiatric Medicine program is designed to be completed in four (4) years of full-time study. The requirements for the degree must be fulfilled within six years from the date of matriculation to the program. Students who are unable to meet the 6-year time limit for the DPM program may be subject to administrative withdrawal.

Tuition and Fees

By action of the Board of Trustees, DPM tuition and fees for the 2021/2022 academic year (subject to change) are as follows:

$40,615.00	Annual Tuition
$40,615.00	Annual Tuition (DPM Advanced Standing)
$10,200.00	DPM Advanced Standing Didactic Coursework Fee
$40.00	Student Body Fee (Years 1 and 2)
$20.00	Student Body Fee (Years 3 and 4)

Other Fees and Expenses

$40.00	Drug Screening (Approximate)
$60.00	Criminal Background Check (Approximate)
$75.00	Audience Response System Device
$500.00	Required iPad (must be purchased through the college)
$75.00	Annual APMSA Member Fee
$1,700.00	Medical Equipment (Year 1)
$600.00	Medical Equipment (Years 2 and 3)
$800.00	Required and Recommended Texts (Fall)
$300.00	Required and Recommended Texts (Spring)
$45.00	Anatomy Supplies (Gloves, Scrubs, Dissection Kit) – Year 1 Only
$210.00	Software required for ISSM 3 and ISSM 4 - Year 2 Only
$30.00	Registration Late Fee (Per Business Day)
$50.00	Late Payment Fee (per month)
$350.00	Graduation Fee
$470.00	Annual Parking Permit (Auto)
$40.00	Locker Key Replacement Fee
$10.00	Official Transcript (Each)
$21.00	Rush Transcript, First Class Mail (Each)
$25.00	Rush Transcript, Federal Express (Each)
$10.00	Student ID Replacement Fee
$TBD	Breakage Fee (Replacement Cost)

Modified Curriculum/Repeated Coursework Tuition Rates

Students enrolled in a modified DPM curriculum or who are directed to repeat one or more courses but not the entire academic year are charged a per credit hour tuition rate. This rate is calculated by dividing the total credit hours required for a class year by the annual tuition. The per credit hour rates for 2021/2022 academic year are shown below:

$688.39	DPM Year 1 Modified Curriculum Per Credit Hour Charge
$700.26	DPM Year 2 Modified Curriculum Per Credit Hour Charge
$864.15	DPM Year 3 Modified Curriculum Per Credit Hour Charge
$944.53	DPM Year 4 Modified Curriculum Per Credit Hour Charge

$781.06	DPM Adv. Standing Year 1 Modified Curriculum Per Credit Hour Charge
$1,041.41	DPM Adv. Standing Year 1 Modified Curriculum Per Credit Hour Charge

Additional DPM Program Education Requirements

All students are required to have a laptop computer with internet access; specifications are available at https://www.westernu.edu/computing/computing-students/. Upon matriculation, an iPad will be distributed to you. It contains software needed for your WesternU-specific education. If you already own a recent issue iPad, you may contact CPMStudentAffairs@westernu.edu to ascertain whether or not the iPad you already own has sufficient memory and capability to run the necessary programs. If not, you will be required to obtain the WesternU distributed device.

National Board Fees

The College requires all DPM students to take and pass both sections of the American Podiatric Medical Licensing Examination (APMLE). Effective August 2014, the APMLE instituted a new separate section to the Part 2 Examination process, known as the Clinical Skills Patient Encounter (CSPE). This new section of the Part 2 APMLE is now one of WesternU/CPM's graduation requirements. Therefore, all students must now pass Part 1 and Part 2 (and CSPE) Examinations as one of the requirements for graduation. These fees are updated regularly and subject to change by APMLE. They can be found online at http://aplme.org.

Clinical Rotations Expenses

During the third and fourth years of the curriculum, some students may elect to do some clinical rotations away from the Pomona area, which is a self-imposed expense. In addition, students are required to return to campus several times during the clinical years for various educational experiences, conferences, etc. Any travel, food, housing, or other expenses incurred by these activities or plans are the student's responsibility. Some rotations done at or through other institutions (e.g., certain hospitals or other medical schools) may involve application fees and/or other charges. Such rotations are elective; consequently, these fees are the student's responsibility.

Shelf Examination Repeat and OSCE Repeat Fees

If the Shelf Exam is required, students who fail one or more post-rotation discipline-specific examination(s) will be permitted to take the exam for a second attempt with an assessed fee of $50.00 for each exam taken. If the student fails the second attempt, they will be required to meet with the Student Performance Committee (SPC), and they will be placed on academic suspension until the examination is successfully repeated. Students authorized to make a third attempt will also be assessed a fee of $50.00 for each shelf examination taken. If a student's shelf exam is not completed within 90 days, they may be sent to the SPC. A student who fails the shelf examination on the third attempt will fail the rotation, must present before the SPC, and will be required to repeat a rotation in the same discipline in its entirety.

Students who fail one or more post-rotation discipline-specific Objective Structured Clinical Examination (OSCE) will be required to remediate each failed OSCE. The student will be assessed a fee of $150.00 for each OSCE that must be remediated. A student who fails one or more OSCE's on the second attempt will be placed on academic suspension until the examination is successfully repeated. Students authorized to make a third attempt will also be assessed a fee of $150.00 for each OSCE taken. If a student's OSCE exam is not completed within 90 days they may be sent to SPC. A student who fails the OSCE examination on the third attempt will fail the rotation, must present before the SPC, and will be required to repeat a rotation in the same discipline in its entirety.

Requirements for the Pre-OSCE and OSCE include white coat, ID badge, laptop including Ethernet cables and on-time arrival. Additionally, it is highly suggested that the students bring power cords to assure computer functioning throughout the duration of the examination. Students who do not meet these requirements fail the rotation and are subject to the same repeat requirements as previously outlined.

General Academic Policies and Procedures

Academic policies and procedures outlined in this section and subsequent sections of the catalog apply to all DPM students, including transfer students and students admitted to the DPM Advanced Standing program.

Computer Technology

All students are required to have a laptop computer with internet access; specifications are available at https://www.westernu.edu/computing/computing-students/. Upon matriculation, an iPad will be distributed to you. It contains software needed for your WesternU-specific education. If you already own a recent issue iPad, you may contact CPMStudentAffairs@westernu.edu to ascertain whether or not the iPad you already own has sufficient memory and capability to run the necessary programs. If not, you will be required to obtain the WesternU distributed device.

The laptops will be used for e-mail communication with classmates and faculty, for accessing computer- and server-based course information, instructional software, online bibliographic databases, electronic bibliographies, and for participating in course exercises/activities/exams. Computers will be needed by students on campus as well as at their local residences and when rotating in off-campus courses/rotations; therefore, laptop computers are required instead of desktop models. Students will also need an iPad in order to take select examinations and for use in select learning activities.

Academic Advisement

Students will be assigned a faculty mentor upon matriculation. The faculty mentor-student mentee relationship can become one of the most valuable aspects of medical education. It provides an opportunity to develop sustained individual contacts between faculty and students on both academic and personal levels. In order to schedule a meeting with a faculty mentor, students should submit an TDX ticket.

If either the student or the faculty mentor does not find the relationship helpful, either is free to seek a change. If a student wishes to change faculty mentors, they should identify a preferred faculty mentor and ask if they are willing and able to take them on as a mentee. If they agree, the student should submit an TDX ticket, copy their new mentor, and request that their mentor on record be officially changed. The Office of Student Affairs (OSA) can also make mentor recommendations if a student is not sure whom to select. If a faculty member wishes to change mentees, they should email OSA to request that the student in question be assigned to another mentor.

Supportive Learning Environment

Podiatric medical students have a right to have support and assistance from WesternU/CPM in maintaining a climate conducive to thinking and learning. University teaching reflects consideration for the dignity of students and their rights as persons. Podiatric medical student or faculty mistreatment in the course of the teacher-learner environment will not be tolerated. Examples of behaviors or situations that are ***unacceptable*** include, but are not limited to:

- Discrimination based on race, color, religion, national origin, gender, age, sexual orientation, disability and veteran status (see the Overview section of the University Catalog: Notice of Non-discrimination Policy)
- Sexual harassment
- Unwanted physical contact
- Verbal abuse, profanity or demeaning comments
- Inappropriate or unprofessional criticism which belittles, embarrasses or humiliates
- Unreasonable requests for a student to perform personal services
- Grading used to punish or reward a student for nonacademic activities rather than to evaluate performance
- A pattern of intentional neglect or intentional lack of communication
- Requiring students to perform tasks beyond their level of competency without supervision

Additional nondiscrimination information can be found in the Nondiscrimination, Anti-Harassment, and Anti-Retaliation Policy, located in the University Catalog.

Substance Abuse Policy

WesternU/CPM shall actively encourage students with either self-identified or discovered substance abuse issues to seek appropriate treatment in order to achieve physical and mental health and to complete the curriculum successfully. WesternU/CPM encourages all impaired students to seek help voluntarily, favors the earliest possible intervention, and will require enrollment in a monitoring program that meets the following criteria:

- Care and monitoring must be overseen by a board-certified addition medicine provider
- 1-2 physician-led support group meetings per week
- 1-2 peer-led support group meetings per week
- Random or weekly body fluid testing
- Permission for providers to communicate directly with WesternU/CPM regarding care
- Automatic notification of WesternU/CPM if program criteria are not met at any time

If recommended by the addition medicine provider or required by the monitoring program, students may be required to enroll in a treatment program prior to beginning a monitoring program. The CPM Office of Student Affairs (OSA) can provide contact information for pre-approved monitoring programs.

WesternU/CPM respects the right to confidentiality of recovering students and will assist them to continue with their education; however, WesternU/CPM also respects the rights of patients and others and seeks to protect them from potential harm that may result from impairment of the student. Therefore, students who do not cooperate with appropriate treatment programs are subject to disciplinary actions up to and including dismissal. For additional information, please see the Drug-Free Workplace Policy in the University Catalog.

Academic Freedom

WesternU/CPM seeks to maintain and encourage the principles of academic freedom. The principle of academic freedom upholds the ability of students and faculty to express themselves in speech, writing, and electronic communication without fear of censorship or sanction unless the expression violates individual rights. Please refer to the WesternU Faculty Handbook section titled 'Principles of Professional Conduct and Academic Freedom' for faculty specific information.

Attendance and Absences

Students are expected to participate fully in all scheduled classroom, laboratory, small group, practicum, and clinical education activities. In person attendance is required for all mandatory sessions and students are responsible for all course content regardless of whether they attend the session or not. Frequent absences will be viewed as violations of the Standards of Academic Integrity, Professionalism, and Student Conduct. The attendance policy for on-campus courses is monitored by the OSA.

Students are required to be present for all scheduled examinations. Students are to refer to the course syllabi regarding the applicable policies. If a student arrives later than what the course syllabi indicates, without prior approval from the OSA, it will be considered an absence. The student is required to go to the OSA where it will be determined if the student is permitted to take the exam in the remaining allotted time or if they will be required to take a make-up examination. The OSA will then determine if the absence is excused or unexcused.

If a student needs to be excused for any length of time, the request must be submitted using the Time-Off Request (TOR) via SharePoint. A student, who cannot attend an exam due to an unavoidable circumstance, should contact the OSA and as soon as possible prior to administration of the exam, and submit an absence request through SharePoint with a written explanation of the absence. Appropriate documentation must be provided to the OSA the next day the student is on campus or submitted via SharePoint. Interprofessional Education (IPE) is a University administered course; therefore, if a student is absent for IPE, they must additionally submit the IPE Absence Request via Elentra. For information on this procedure, please consult the syllabus for the respective IPE course.

If a student misses an examination, the OSA will determine whether the absence is excused or unexcused. If the absence is excused, the student will be permitted to take a make-up examination, the nature and time of which will be at the discretion of the OAA.

If an absence is excused, the student will be eligible for full credit for the examination unless stated otherwise in the syllabi. If an absence is deemed unexcused (e.g., failure to show up for a written or practical examination without a valid excuse as determined by the OSA and the Course Instructor/System Coordinator), the maximum score that the student can achieve on the examination will be 70%. If a missed exam cannot be made up before the end of the course, an 'I' grade may be assigned to allow grades for the rest of the class to be submitted to the Office of the Registrar on schedule.

Detailed policies for attendance and absences during the third and fourth years are published in the CPM Clinical Rotations Manual.

The OSA can only grant time-off for the reasons outlined below. In addition, OSA cannot consider time-off requests unless you submit the required documentation covering all dates for which you were or plan to be absent. The nature of the documentation will be determined by the reason for the absence and will be defined by the OSA. Typical examples include:

- A primary care practitioner's note, entrance/discharge papers or hospital bill for self or family member
- A program for wedding events (as a participant), funeral, religious ceremony or graduation
- A conference agenda when attending a health professional or leadership conference
- A copy of the invitation to a residency interview
- A receipt for car problems like the purchase of a car battery or confirmation of a tow

Timeframe for Submitting Requests

Planned absences (known in advance of the curricular activity): Examples include scheduled religious observances, conferences, immediate family weddings/funerals/graduations, surgeries, and other medical procedures that cannot be done during academic breaks. The request for time off and all necessary documentation must be submitted via the Time-Off Request (TOR) on SharePoint at the beginning of the semester or no less than 30 calendar days prior for preclinical students. The request for time off and all necessary documentation must be submitted via the Time-Off Request (TOR) on SharePoint at the beginning of the semester or no less than 60 calendar days prior for clinical students.

Unplanned absences (known just prior to the curricular activity): Examples of this category include acute personal illness, a traffic accident, acute illness, or death of a family member. Students should contact the OSA and Course Instructor/System Coordinator as soon as possible prior to the scheduled curricular activity and submit an absence request through the TOR with a written explanation of the absence. If documentation is not available at the time the absence request is submitted, it must be uploaded to SharePoint within 72 hours. Requests may not be approved if documentation is received after 72 hours.

Conference Travel

If approved for conference travel, students are eligible for make-up work if the activity occurred during their time away from campus. Depending on conference length and exam timing, students may also request excusal from taking an exam that occurs the day after the conference. If approved, the student is only excused for the exam itself and must attend all other curricular activities for the day. In order to be considered for conference travel, students must additionally meet the following criteria:

- Have received no more than two grades ≤ 70% in the current and previous semester combined
- Submitted request for time off via SharePoint no less than 30 days prior to departure

If you are financially supported by any university entity, you must also submit the Student Travel Notification Form prior to travelling.

Make-Up Work

If upon review of the documentation it is determined that the absence is excused, the appropriate departments will be notified that the student is authorized for a make-up examination. A make-up examination is offered for all major examinations and is typically scheduled within 48-72 business hours of the original examination or as the Office of Academic Affairs (OAA) specifies. Students unable to make-up the work at the scheduled sessions, the student must take an incomplete in the course and fulfill course requirements in the time the Office Academic Affairs specifies. Some courses/systems have built-in leeway for missing a class or a quiz (e.g., the lowest quiz or grade is dropped) and no make-up is offered, even if the absence is excused. The nature of the make-up work is at the discretion of the Course Director. Consult the course syllabus for the make-up policy for each course. A student with an excused absence will receive full credit for their performance on the make-up activity. Students must contact the OAA through TDX to work out the details of make-ups.

If there is more than one examination in the course, the student may take the subsequent examination(s) even if he or she was not able to make up the missed examination. If the student does not feel ready to take subsequent examinations due to the incident that caused the initial absence, the student should discuss his or her concerns with the Office of Student Affairs. If approved, the student will be allowed to complete the remaining course requirements at the end of the academic year.

If documentation is not provided within the established timeframe (see above); the student will not be allowed to complete the make-up activity. However, if later the absence is excused, the student will be able to take an incomplete in the course and make-up the incomplete work before the end of the academic year.

If a student fails to take a make-up or remediation examination at the designated time (without approval), the student will receive a summary failure (a score of zero) for that examination and will be referred to the SPC.

Details regarding clinical curricular absences can be found in the Clinical Education manual.

Academic Requirements for Student Leaders

Students may not exceed more than 1 course with a percentage grade of 69% or below in order to apply for and maintain eligibility for Student Leadership Role(s). All Class Officers are strongly encouraged to connect early and consistently with the Assistant Dean of Students Affairs and LEAD Specialists for coaching and support.

Students are to remove themselves from all leadership roles in co-curricular activities associated with the University and/or with professional associations if they are no longer eligible for the position. Students who are in violation of this policy may be referred to the Student Performance Committee.

Examination Policies

For most examinations, students will sit in assigned seats, unless prior arrangements have been made with the OAA. Examinations will be administered in the form of a computer-based exam, paper exam, practical exam, and/or oral exam. During scheduled examination hours, students will not be allowed to

leave the exam room except in an emergency and as excused by a proctor. If a student is excused to leave the room temporarily, a proctor will accompany the student. The student's examination will be held until his or her return. No additional time will be granted for student's time out of the examination room.

OAA will allow one restroom break after two hours of examination time. This will mean no breaks for exams that are scheduled for two hours or less and one break for exams over two to four hours in duration. The "time clock" will continue for any break taken during the scheduled exam time (e.g., no additional time will be granted if a student takes a break during the exam). If you have a medical condition that may affect your need for more breaks, you will need to communicate with the Harris Family Center for Disability and Health Policy (^{HF}CDHP) about potential accommodations.

Once a student finishes an exam and leaves the examination room, he or she will not be permitted to re-enter the room until the examination is complete. All students' belongings, such as, but not limited to, cell phones, smart devices with or without recording ability notebooks, calculators, headwear and headsets, will be kept in front of the room. All technology (excluding laptops) must be turned completely off for the duration of all exams and not used for any reason. No food or drink (except label-free bottled water) will be allowed during examinations.

No student questions related to the exam or its content will be answered during the examination period. Students are permitted to point out typographical or computer errors in the examination.

Students who miss an examination with a documented TOR may not be in or near the designated testing area during or immediately following the examination period. Students who violate this policy may be considered as demonstrating academic dishonesty and may be subject to referral to the SPC.

If curriculum is given virtually, students are required to follow the testing protocols sent out from The Office of Academic Affairs (OAA). Students who may need accommodations based on testing protocols must contact ^{HF}CDHP in a timely manner in order to implement available options prior to any exam.

Irrespective of the manner or method of testing, students are expected to comply with all examination or testing protocols issued at the time of examinations. OAA houses all testing or examination protocols for the College. Students may contact OAA if they have questions related to an examination or testing protocol. The College and OAA reserve the right to modify testing or examination protocols, as appropriate, including but not limited to necessary edits required based on the method of testing (online, hybrid, virtual, etc.). In instances where an examination or testing protocol has been modified, OAA will notify the students accordingly.

Violations of Examination Policies

Cheating, or actions that give the appearance of cheating, will not be tolerated. It is the responsibility of the student to avoid, rigorously, any situation that could unfairly increase their personal examination score or change (increase or decrease) any other student's examination score.

Students are not to discuss examination questions with other students during any examination, whether it is administered all at once, in segments, or over extended periods. Additionally, students are not allowed to discuss the examination with those who have not yet taken the examination.

If an examination proctor, (including a faculty member, fellow or teaching assistant administering a practical examination) observes a student behaving in a way that could be perceived as cheating, the proctor has the authority to refer the situation to the OAA, which may result in the student being referred to the SPC.

If a student observes a suspected violation during an examination, he or she should report this to the proctor and course coordinator rather than personally attempt an intervention. The proctor will determine what action should be taken.

If the SPC determines that an irregularity has occurred, the Committee's recommendation to the Dean of CPM may include, but is not limited to:

- Repeating the associated course in its entirety during the next academic year; and/or,
- Academic probation for a designated period; and/or,
- Suspension from the program for a designated period; or
- Dismissal from WesternU/CPM.

The Dean may make an executive decision on the matter or convene the SPC to investigate the allegation. The accused student may also request that the SPC to investigate the matter.

The College employs the use of various technologies for the delivery and assessment of the curriculum in many of the pre-clinical courses. Each student is bound by the Honor Code when using any means to record answers on all assessments. Any sharing of responses among classmates will be considered academic dishonesty (cheating), which will be referred to the SPC for resolution. The decision will be made by the Dean of CPM, based upon the recommendation of the SPC.

National Boards (Licensing Examinations)

All students must take and pass APMLE Part I and II (including CSPE) prior to graduation. Failure to pass any part of the APMLE board exams will result in the student being placed on academic probation. Students who fail any portion of the APMLE board exams is required to meet with their faculty mentor and The Dean within 1 week of receiving the failing score. CPM has established the following policies and procedures:

APMLE Part 1

- All students must take Part 1 of the APMLE at the first available sitting following the conclusion of final examination of the spring semester of the 2nd year unless it is determined by the Dean that the student is not eligible. Failure to meet this deadline will result in the student being referred to the SPC and may result in probation. Part 1 may be taken at an APMLE approved testing center of the student's choice.
- Students may proceed to the third-year core clerkships as soon as they have taken APMLE Part 1 examination, or with prior approval of the Dean.
- CPM will permit three attempts on Part 1.

- Students who fail the APMLE exam a second time may be removed from rotations and may be placed on academic probation and academic suspension.

- Students who fail Part 1 APMLE on all three attempts will be subject to dismissal from CPM.

APMLE Part 2 (Including CSPE)

- All fourth-year students are required to pass the APMLE Part 2 Exam (including the CSPE).

- The APMLE Part 2 may be taken at an APMLE-approved testing center of the student's choice.

- The Office of Clinical Rotations & Graduate Placement will allow three business days away from the start of fourth year clerkships for a student to take the APMLE Part 2 Written.

- The Office of Clinical Rotations & Graduate Placement will allow three business days away from the start of fourth year clerkships for a student to take the APMLE Part 2 CSPE.

- The Office of Clinical Rotations & Graduate Placement will notify each student's clerkship site of their "approved" absence to take the APMLE Part 2 examination after the student notifies the Office of Clinical Education of the date of his or her examination.

- Students may not notify the clerkship directly. Additional time away to take the APMLE Part 2 will not be routinely authorized.

- If a student fails any portion of the APMLE Part 2, the student may be removed from rotations until they take their second attempt to pass APMLE Part 2 (including CSPE).

- Students must successfully repeat the examination at the next possible iteration allowable by the APMLE.

- CPM permits three attempts on APMLE Part 2 (including CSPE) unless specified otherwise by the SPC and the Dean.

- Students studying for a third attempt may be removed from rotations and placed on academic probation. If removed from rotations, they may not re-enter the fourth year until notification of a passing score has been received by the Dean.

- Students who fail APMLE Part 2 (including CSPE) on all three attempts will be subject to dismissal from CPM.

Protocol for Input on Matters of Student Concern

When an issue or dispute arises between students, the issue/dispute resolution process starts with communication among the involved students. If a satisfactory resolution is not arrived at that level, the matter should then be addressed with the faculty advisor. If the problem is not resolved at the faculty advisor/course director level, the matter should be brought to the appropriate college's Student Affairs personnel, then the College Dean. If the matter has not been resolved at those levels, the final arbiter is the SVP/Provost.

When an incident arises involving a faculty member, the first step in the issue/dispute resolution process is discussion with the faculty member. If the matter is not satisfactorily resolved at that level, then the matter should be referred to the Department Chair, then Dean, in that order. The final arbiter is the SVP/Provost. Please note that grade appeals cannot be handled under this protocol.

When an incident arises involving a staff member, the dispute resolution process begins with the Supervisor/Department Chair followed by the Dean. The Office of Human Relations is the final arbiter.

Failure to follow this sequence of steps will only serve to delay the appropriate resolution of the issue or dispute as the matter will only be referred back to the correct level in this chain of responsibility. Specific college polices regarding issue/dispute resolution are indicated in the appropriate sections of this catalog.

Standards of Academic Integrity, Professionalism, and Student Conduct

The University Standards of Academic Integrity, Professionalism, and Student Conduct can be located in the University section of the catalog. The standards outlined below are in addition to those outlined in the University Catalog. Students are expected to be aware of, and abide by, both University and applicable College policies.

Before Welcome Week, all first-year students will sign a copy of the CPM Handbook Student Agreement, CPM Student Honor Code, and CPM Student Pledge. By signing this document, students acknowledge that their entry into the study of podiatric medicine joins them to a profession that conducts itself according to a long-standing moral and ethical code. Further, students affirm that they will strive in all efforts to meet these standards for the betterment of the profession and the patients it serves. Students will be prompt, successfully perform their academic coursework and comport themselves in a professional manner.

Student Honor Code

"As future health care providers, students of WesternU/CPM will conduct themselves with honesty, integrity, and professionalism. Students may not cheat, deceive, steal, or tolerate anyone who does".

Student Code of Ethics

The following code of ethics will be adopted by every WesternU/CPM student:

I understand that it is a great privilege to study Podiatric medicine. Over the course of my training, I will assume extraordinary responsibility for the health and well-being of others. This undertaking requires that I uphold the highest standards of ethical and compassionate behavior. Accordingly, I have adopted the following statement of principles to guide me throughout my academic, clinical, and research work. I will strive to uphold both the spirit and the letter of this code in my years at WesternU/CPM and throughout my podiatric medical career.

Honesty

- I will maintain the highest standards of academic honesty.
- I will truthfully represent myself as a podiatric medical student at all times to patients, health care providers, College Faculty, Administration, and Staff.
- I will neither give nor receive aid in examinations or assignments unless expressly permitted by the instructor.
- I will follow the testing outlines provided by the Office of Academic Affairs for exams.
- I will be truthful with patients and will report accurately all historical and physical findings, test results, and other information pertinent to the care of the patient.
- I will be truthful with patients, the College Faculty, Administration, and Staff.
- I will conduct research in an unbiased manner, report results truthfully, and appropriately credit ideas developed, and work done by others.

Confidentiality

- I will regard confidentiality as a central obligation of patient care.
- I will limit discussions of patients to members of the health care team in settings removed from the public ear (e.g. not in elevators, hallways, cafeterias, etc.).

Respect for Others

- I will uphold a classroom atmosphere conducive to learning.
- I will interact with instructors, peers, administration, and staff in a considerate and cooperative manner.
- I will treat patients and their families with respect and dignity in both their presence and in discussions with other members of the health care team.
- I will interact with patients in a way that ensures their privacy and respects their modesty.
- I will interact with all members of the health care team, instructors, peers, The College Administration, and Staff in a considerate and cooperative manner.
- I will not tolerate discrimination based on race, gender, religion, sexual orientation, age, disability, or socioeconomic status.
- I will judge my colleagues fairly and attempt to resolve conflicts in a manner that respects the dignity of every person involved.

Responsibility

- I will conduct myself professionally--in my demeanor, use of language and appearance--in the presence of patients, in the classroom, and in health care settings.
- I will conduct myself in a professional manner with patients, faculty, staff, or other employees of WesternU/CPM.
- I will set patient care as the highest priority in the clinical setting.
- I will recognize my own limitations and will seek help when my level of experience is inadequate to handle a situation on my own.
- I will not use alcohol or drugs (including but not limited to cannabis) in any way that could interfere with my clinical responsibilities.
- I will not use my professional position to engage in romantic or sexual relationships with patients or members of their families.

- I will participate fully in the enforcement of this statement of principles. I realize that failure to take appropriate action is itself a violation of the principles.

Expectations of Faculty, Residents and Fellows

- I have the right to expect clear guidelines regarding assignments and examinations, as well as to have testing environments that are conducive to academic honesty.
- I cannot be compelled to and will not perform procedures or examinations which I feel are unethical or beyond the level of my training.
- I have the right not to be harassed or subjected to romantic or sexual overtures from those who are supervising my work.
- I have the right to be challenged to learn, but not abused or humiliated.

CPM Safety Pledge

I pledge to do my part to keep our community in good health as I return to the City of Pomona, CA and to the WesternU offsite location.

I understand I have a role in the fight against COVID-19 and commit to responsible actions and to being an accountable member of my community. I pledge to demonstrate personal integrity, respect for others, and support my university and surrounding communities by practicing:

- **PHYSICAL DISTANCING** in accordance with CDC recommendations, I will maintain six feet of physical separation from others whenever possible.
- **UTILIZATION of FACE MASKS/COVERINGS** when in a public setting where social distancing is difficult or not possible to maintain. I will wear a mask at all times when around people who don't live in my household to reduce the risk of spreading the virus.
- **COVERING COUGHS & SNEEZES** with a tissue when I cough or sneeze or use the inside of my elbow. I will throw used tissues in the trash and immediately wash my hands with soap and water for at least 20 seconds. If soap and water are not readily available, I will clean my hands with hand sanitizer that contains at least 60% alcohol.
- **HAND WASHING** often with soap and water for at least 20 seconds.
- **PRACTICE CARE** for others by staying home when I am sick, except to seek medical care.
- **TESTING** by getting a COVID-19 test if I have symptoms of COVID-19, have been in close contact with someone who is a confirmed COVID-19 case, or if my healthcare provider or local health department refers me to testing.
- **COMPLIANCE** with all campus safety guidelines asked of me by staff and faculty, regarding PPE and isolation techniques while working in my hands-on curriculum environment to ensure the

safety of myself and my peers that will help create a safe environment for learning critical hands-on skills.

- **NON-JUDGMENTAL UNDERSTANDING** and support for my peers, faculty and staff and will not discriminate against people of certain ethnic backgrounds as well as anyone who may have come in contact with the virus.

I understand that I am bound by my integrity to honor this pledge to the best of my ability, not from fear of university action, but by my oath to encourage health and well-being. I will choose to demonstrate my commitment to improving the health of others through my words as well as my actions.

By taking the pledge to keep WesternU CPM in good health, I accept responsibility for myself and my actions and will do my best to prevent the spread of COVID-19.

Dress Code

The purpose of the dress code is to standardize the dress of students to promote professional standards with regard to safety, cleanliness, comfort, and image. The dress code requires students to dress in clothing that is neat, nicely fitted, and conservative (i.e. tops exposing bellybuttons or jeans with holes will not be acceptable). All articles of clothing worn on campus or any affiliated site must be clean and in good repair. The dress code requirement must be adhered to while students are on campus or in clinical rotations.

Certain courses and rotations may require specific dress (examples: scrubs for anatomy lab and professional dress for Clinical Medicine & Reasoning and/or Clinical Rotations). Students are expected to be familiar with dress requirements for all curricular elements as detailed in the course syllabi, as directed by faculty, or by clinic.

Violations of the Standards of Academic Integrity, Professionalism, and Student Conduct

WesternU and CPM expect all students to adhere to the standards of academic integrity, professionalism, and student conduct as published in the University Catalog. Any allegation that a student has violated these standards may be referred to the Student Performance Committee for a hearing. Specific details about the hearing process are provided in the 'Standards of Academic Integrity, Professionalism, and Student Conduct' section of the University Catalog.

Standards of Academic Progress

Students must maintain a cumulative numeric score of at least 70% on a yearly basis and be on pace for completion of the program to be considered making satisfactory academic and professional progress. A final numeric score below 70% during the first two years, or any single numeric score below 70% in the last two years must be remediated for promotion or graduation. Students must complete all classes, rotations, and coursework within six years to be considered making satisfactory academic progress. DPM Advanced Standing students must complete all classes, rotations, and coursework within three years to be considered making satisfactory academic progress.

Student Performance Committee

The SPC is comprised of five faculty members with the following ex officio member: The Assistant Dean of Student Affairs. The SPC shall review the performance and comprehensive evidence of progress of students who are pursuing the DPM degree. Particular attention will be given to students in academic difficulty, as their grades are made available to the Committee by the Office of Academic Affairs. For purposes of clarification, "performance" is defined as those activities of a behavioral-conduct or academic nature that negatively affect or impair the continued ability of a WesternU/CPM student to matriculate, successfully, within CPM. The office of the Dean may provide additional input to this process.

The SPC may recommend to the Dean any of the following courses of action: promotion, probation, remediation, dismissal from the College, academic or conduct suspension, and other appropriate recommendations. It may also recommend that no action be taken. The SPC also has the responsibility of recommending to the Dean the awarding of the DPM degree to all students who satisfactorily complete all requirements for graduation as stated in the University Catalog.

All recommendations of the SPC shall be in writing to the Dean. The Committee Chair will notify the students in cases of probation. The Dean will notify students of the status of their leave of absence requests. The Dean will notify the students in cases of remediation, suspension, dismissal, or repeating of the academic year or sanctions resulting from a student conduct hearing.

Promotion

Promotion is defined as academic and professional progression from one academic year or program phase to the next. The SPC will recommend students to the Dean of CPM for promotion. The SPC may not recommend a student for progression from one academic year to the next with an outstanding grade of "I", "U", "M", or "NCR" in a required course, final numeric score of less than 70%, or a yearly cumulative numeric score of less than 70%.

An essential element of the academic program is professionalism. Professionalism will be emphasized throughout the curriculum and is a stand-alone element in determining academic advancement and achievement. When considering a student for promotion, ethical, professional, and personal conduct will also be taken into consideration (see 'Standards of Academic Integrity, Professionalism, and Student Conduct' section of the University Catalog).

A student will be promoted if all academic, legal, and financial requirements of the University, as stated in the University Catalog, have been satisfied. All academic requirements must be met within a maximum of six academic years as a condition for recommendation for graduation.

Graduation

A student will be recommended for the DPM degree provided the student:

- Is not on probation or suspension, has completed all prescribed academic and clinical requirements with a cumulative grade point average of above 70%, and has no outstanding grade of "I," "NCR," or "FAIL" or less than 70%.

- Has successfully taken and passed the APMLE Part 1 and Part 2 (including CSPE).

- Has demonstrated no serious deficiencies in ethical, professional, or personal conduct, as defined in University Catalog, "General Academic Policies and Procedures" section, which would make it inappropriate to award the degree of Doctor of Podiatric Medicine.

- Has complied with all the legal and financial requirements of the University as stated in the University Catalog.

- Has attended in person and participated in the commencement ceremony at which time the DPM degree is conferred. Unless special permission has been granted by the Dean, each student must participate in his or her respective commencement ceremony. If the Dean grants special permission for excusal from commencement, the graduate may be required to present himself or herself to the Dean or their designee at another specified date to take their profession's oath before their diploma will be released. Requests for excusal will only be granted for extenuating circumstances, such as a prior military commitment.

Students may participate in commencement activities provided they will complete all requirements of the program by December 31 of that calendar year. No student will receive his or her degree until the student has completed all requirements for graduation. Degrees will be dated as appropriate to completion date.

Adverse Actions

Probation

Students may be placed on Probation for the following reasons (these are in addition to the reasons listed in the 'Satisfactory Academic Progress' section of the University Catalog):

- Inadequate academic progress as determined by the SPC. These include, but are not limited to, receiving a numeric score less than 70% in any course, a failing grade during clinical rotations, or a grade of NCR in a required CR/NCR course.

- A cumulative percentage score of less than 70%.

- Failing to pass APMLE Part 1 upon the second attempt at this examination.

- Failing to pass APMLE Part 2 (including CSPE) on the second attempt at the examination.

- When directed to repeat a year for academic reasons.

- Failure to perform in a professional manner.

- Serious deficiencies in ethical or personal conduct.

When a student is placed on probation, they will be notified in writing and the reasons will be stated. Notification will be sent by Certified Mail or hand-delivered and acknowledged by signatures of the student and the Dean. Copies of the letter will be placed in the student's permanent file and distributed to the Chair of the SPC and the student's faculty mentor. The Student Performance Committee will consider when the terms of the academic probation have been satisfied and recommend to the appropriate College Dean that probation can be rescinded.

On campus, students on probation must meet with their faculty mentor at least once a month. Off campus, students on probation must contact their faculty mentor once a month. It is the student's responsibility to contact the faculty mentor to arrange these meetings.

If a student fails any course, regardless of the number of credit hours, this failing grade will require a mandatory probationary action. The probation will take place immediately. Should the student fail additional course whether on probation or just removed from probation, this act will render the student subject to immediate dismissal from the DPM program.

A first- or second-year student on probation for a score less than 70% in the first semester will be removed from probation provided they have regained a cumulative score of at least a 70% and has remediated the course.

A first- or second-year student will be removed from probation once reviewed and approved by the SPC & the Dean when all scores below a 70% have been remediated satisfactorily according to the following Remediation section.

A third- or fourth-year student on probation because of a clinical grade below 70% or "Fail" grade must meet with the SPC. Upon recommendation of the SPC to the Dean, the student may be allowed to remediate the rotation. Students who fail any portion of APMLE examination twice will be recommended for a remedial course of action under the direction of the Dean and Clinical Affairs.

Financial Aid Warning Policy (Title IV and Title VII)

If a student is not making Satisfactory Academic Progress (SAP) they may be placed on "Financial Aid Warning" status for the next payment period and continue to receive financial aid for that period. Financial Aid is any financial assistance offered to the student for paying for their education, such as loans, scholarships, Federal Work-Study, grants and stipends (judged on the criteria of the stipend). Students who fail to make SAP by the end of the payment period lose Financial Aid eligibility.

It is the policy of the Financial Aid Office (FAO) that once a student has been placed on academic probation for not meeting SAP standards as defined by the college, the FAO will automatically place the student in a Financial Aid Warning status. During the next academic term, if the student does not meet SAP standards and the college places the student on academic suspension, the student will no longer be eligible for financial aid. If the student appeals the academic suspension and the appeal is approved, financial aid will be reinstated. If the student is directed to audit courses, those courses will **not** be covered by financial aid.

Tutorial Assistance Program

A Tutorial Assistance Program (TAP) has been established to assist students experiencing academic difficulty. Students will be recommended for this program by a faculty mentor or professor. Students may self-identify to TAP to receive assistance. The tutors will be chosen on the recommendation of the faculty in each discipline. Group tutoring is the methodology most used by the TAP department. For assistance, contact the Learning Enhancement and Academic Development Office (LEAD).

Remediation Students, who receive a final numeric score below 70% in a course by failing a remediation exam, or a cumulative numeric score below 70%, will be reviewed by the members of SPC. Where deemed appropriate, the members of SPC, after consultation with the course instructor and/or system coordinator may recommend any one of the following options to the Dean, whom will make a final determination:

- Take an examination or an assessment.
- Repeat the course or rotation.
- Repeat the academic year.
- Dismissal from the University

The score/grade achieved by remediation will be the score/grade recorded except that the highest score/grade a student may earn by options 1 or 2 (above) is a score of 70% in the first two years and a "RPASS" in the last two years. The score/grade achieved by remediation will be re-recorded on the transcript along with the original score/grade. Numerical scores or grades earned during an attempted remediation of a course, system or clinical rotation will be reviewed critically by the SPC and the Dean of CPM.

In the case that the remediation exam date is scheduled prior to the students' scheduled SPC meeting date, the students is to partake in the remediation exam as invited to do so by the Office of Academic Affairs. The student will still need to meet with the SPC committee. Final decisions about the student academic status will still be determined through the SPC Committee and Dean's Office.

If a student is directed to repeat a course, the grade for repeated course will be recorded on the official transcript. Only the most recent grade received for a repeated course will be included in the student's GPA calculation. Students will be charged full tuition for repeated coursework.

Decisions regarding remediation will be made on an individual basis after considering all pertinent circumstances. The decision will be made by the Dean of CPM, based upon the recommendation of the SPC. The Committee will base its recommendation on the student's academic record and other considerations after consultation with the student's faculty mentor, course instructor, and system coordinator, clinical preceptor and the student involved, as is appropriate. A student who is required to remediate a course must be notified in writing by the Dean of CPM (or their designee) at least 15 business days prior to the remediation date, or within 15 business days after the close of the academic year in which the student is presently enrolled, whichever comes first. Notification must be either sent by Certified Mail or hand-delivered to the student and must be acknowledged with the signatures of the Dean or their designee and the student.

Remediation: Financial Aid Policy

If the student, at the end of the academic year, is still considered to be making unsatisfactory progress and must remediate, they are removed from the list of eligible Title IV and Title VII financial aid recipients. Remediation of courses during the summer is not covered by any financial aid and cannot be considered an expense item for the following year. Students will attend at their own expense. Appropriate tuition and fees will be determined by the Treasurer/Chief Financial Officer in consultation with the SVP/Provost and the Dean of Podiatric Medicine.

Academic Suspension

Students who are deemed unable to continue in the curriculum due to inadequate performance and are required to repeat a given academic year or portion thereof will be placed on academic suspension through such time as they can resume their studies by starting the courses the student is required to repeat. Throughout the time the student is academically suspended, he or she is also on academic probation, and remains on academic probation until all coursework has been satisfactorily remediated. A student may not receive financial aid during any time of a suspension.

Conduct Suspension

A conduct suspension is a period of time when a student is barred from enrollment in an academic program because of a violation of applicable University or College conduct policies. The duration of the conduct suspension will be communicated to the student at the time the suspension is imposed, either as a specified period of time or until the student has satisfactorily completed all the terms and conditions imposed to remedy the violation. A student may not receive financial aid during any time of suspension.

Summary Suspension

Each student is expected to govern their conduct with concern for other individuals and for the entire University community. Actions that threaten or endanger, in any way, the personal safety, and/or well-being of self or others, or that disrupt or interfere with the orderly operation of the College or University are cause for immediate disciplinary action.

The University President, SVP/Provost, or Dean of CPM has the authority to summarily suspend a student when the student admits to guilt or when, in the opinion of these entities, such action is appropriate to protect the health or safety of any individual, or to preserve the orderly operation of the University. Further details regarding notification and appeal may be found in the University Catalog.

Dismissal

The University may require withdrawal at any time it deems necessary to safeguard its standards of scholarship, conduct, and orderly operation. Examples of reasons the SPC will recommend dismissal of a student include, but are not limited to the following:

- Receiving a cumulative numeric score of less than 70% at the end of the first or second year.
- Receiving final percentage scores below 70% in two or more courses totaling more than 25% of the total credit hours for the first or second year. *
- Receiving numeric scores of below 70% in two or more clinical rotations in one academic year.
- Receiving a final percentage score of below 70% in a remediation or clinical rotation.

- Failing to pass the APMLE Part 1 or Part 2 (including CSPE) examination after three attempts.
- Failing any additional course while on academic probation because of a prior failure of a course .
- Demonstrates a consistent pattern of substandard academic performance and/or professional development

[*]*The Committee may recommend dismissal for a student receiving a final percentage score below 70% in three or more courses, even if the total unsatisfactory credit hours do not exceed 25% of the total credit hours for the first or second years. See the University Catalog section titled 'Dismissal' for more information.*

Student Appeal Process

The Dean of CPM has the authority to make decisions regarding a student's status in matters of academic suspension, student conduct, academic progression/promotion, and graduation. Any change in the Dean's decision regarding a student's status will be provided to the student in writing. If a student wishes, they may request an appointment with the Dean to review the final decision prior to filing an appeal with the University SVP/Provost. If the Dean then makes any changes to the student's status, it will again be communicated to the student in writing. Students may also appeal the final Dean's decision directly to the University SVP/Provost, in lieu of requesting a meeting with the Dean, as indicated in the 'Student Appeal Process' section of the University Catalog.

Evaluation and Grading

Pre-Clinical Grading Scale

Grade	Equivalent	GPA Points
90-100%	Excellent	90-100
80-89%	Good	80-89
70-79%	Satisfactory	70-79
Below 70%	Unsatisfactory	0-69
CR	Credit	N/A
NCR	No Credit	N/A

ADMINISTRATIVE GRADES

Grade	Equivalent	GPA Points
AU	Audit	N/A
I	Incomplete	N/A
W	Withdrawal	N/A
M	Missing	N/A
WPC	Waived for Prior Credit	N/A

COVID-19 Pre-Clinical Grading Scale

CPM recognizes that students have been adversely affected by an abrupt disruption of their studies caused by the COVID-19 pandemic. The curriculum is being delivered online. Students are sheltering in place in environments that are not necessarily conducive to the dedicated study required for success in medical school. In recognition of the effect of these conditions, not of the students' choosing, a decision was made in concert with other schools to alter the grading scale during the mandated isolation period. The traditional grade scale will be reinstated when the state of emergency is lifted.

Please refer to syllabi to see if there is a COVID-19 Pre-Clinical Grading Scale applied to the course.

Clinical Grading Scale

All clerkships/clinical rotations, both required core and elective, are evaluated utilizing an Honors, High Pass, Pass, RPass or Fail system. Honors, Pass, RPass and Fail will be the only grades that will appear on the transcript in years 3 and 4 of the DPM program. Internally, for purposes of calculating class rank and GPA, the following system will be used for students completing coursework in years 3 and 4.

Grade	Equivalent	GPA Points
HON	Honors (91-100%)	100.00
HPASS	High Pass (81-90%)	90.00
PASS	Pass (70-80%)	80.00
RPASS	Remediated Pass (70%)	70.00
FAIL	Fail (69% or less)	69.00

ADMINISTRATIVE GRADES

Grade	Equivalent	GPA Points
AU	Audit	N/A
I	Incomplete	N/A
M	Missing	N/A
TR	Transfer	N/A
W	Withdrawal	N/A
WPC	Waived for Prior Credit	N/A

Evaluation of Students on Clinical Rotations

The "clinical faculty member of record" is the physician to whom the student is assigned for a given rotation according to the Rotations Office records. That physician is responsible for the rotation evaluation, which does not include assigning a rotation grade. Grades are determined by Clinical Rotation Committee based on the rotation evaluation and the OSCE results.

Recording of Clinical Grades

For any reason other than a clerical error, no grade may be changed more than 20 business days after the Clinical Rotations Office reports it to the Registrar. Within those 20 days, a grade may be changed only if the Rotations Office receives a signed statement from the preceptor specifying that such a clerical error had occurred.

Remediation (Clinical)

A failed rotation must be remediated by completing a comparable rotation. The percentage score assigned for obtaining a Pass on a remediated/repeated rotation following a failing grade will be set at 70% for class rank and GPA computation. Both the original course grade as well as the remediated grade will appear on the transcript, but only the remediated passing score of 70% will be used in GPA and class rank computations.

Incomplete Grade, "I"

An incomplete grade, "I," indicates that a student has not been able to finish all required work for issuance of a letter grade within the normally scheduled time of the course. An "I" is not counted in the grade point calculations until a letter grade is issued to replace the "I." A grade must be submitted before the student registers for the next academic term, unless other arrangements are made with the instructor, the Dean, and Clinical Affairs. Replacement of an "I" will be under the direction of the instructor with the approval of the Dean or their designee. It is to the student's advantage to arrange to make up any incomplete work as soon as possible. If the incomplete grade, "I," is not replaced by the conclusion of the next semester or within the otherwise specified period, the incomplete, "I," will become a Failure. The incomplete, "I," remains on the transcript and is followed by the grade/numeric score earned (i.e., I/90).

Incomplete Rotations

If a student leaves a rotation before it is finished without the permission of the Dean or is asked to leave a rotation by the Associate Dean of Clinical Education & Graduate Placement, the Dean, or the core rotation site director, a score of "FAIL" on that rotation may be assigned by the Dean in consultation with the Dean of the CPM.

Credit Courses (CR/NCR)

Courses graded for Credit/No Credit are those designated by the faculty as courses required for promotion but not assigned numeric scores. The student must satisfy the requirements of these courses to receive credit.

Cumulative Numeric Scores (GPA)

The cumulative numeric score will be calculated at the end of each semester of the curriculum with the average of all course numeric scores weighted by the number of course credit hours attempted. If a course or clinical rotation is repeated or remediated, only the last score earned enters into the computation of the cumulative numeric score/grade point average, but the original numeric score remains on the student's transcript. After completion of the second-year program, a student with a cumulative numeric score of 75% or less may have all third-year clinical rotations assigned by the or their designee, in consultation with the Dean.

Grade Reports

Official grades are turned in to the Registrar from the Dean of CPM, at which time the Student Portal, you.westernu.edu, is updated. Official grade reports and unofficial transcripts will be available on the Student Portal throughout the academic year. For more information on how to access the Student Portal, visit the Registrar's website. Additionally, non-official grade information is available through the Academic Progress Portal. A cumulative numeric score will be calculated and posted on the transcript. Class ranking is also available upon request in the Registrar's Office.

Credit Hour Calculation

Courses year are rated at one credit hour for each 15 hours of lecture or 30 hours of laboratory and/or practice sessions. One credit hour will be assigned for each 40-hour week of clinical rotations.

Grade Appeals/Changes

No numeric score will be changed unless the instructor certifies in writing to the Assistant Dean for Preclinical Education and the Registrar that an error in computing or recording the score occurred. Changes are also recorded when the student has remediated a numeric score of below 70% or an Unsatisfactory grade after being directed to do so by the Assistant Dean for Preclinical Education of the College of Podiatric Medicine.

For on-campus courses, students have a maximum of 10 business days from the time examination results are returned to them to bring any errors or irregularities in grading to the attention of the instructor. All recorded scores remain on the official transcript unless a clerical error has occurred. Remediated scores are re-recorded along with the original numeric score in the first two years. Only the remediated score is calculated into the cumulative numeric score. For third- and fourth-year students, no score will be changed after one month from the time the grade is recorded in the Office of the Registrar. Within the above-designated timeline, grade changes for clinical rotations will be considered only under the following three conditions:

- When the Office of Clinical Rotations receives a signed written statement from the preceptor specifying that a clerical error has been made regarding a score, and that the purpose of the change is to correct that clerical error.

- When the preceptor to whom the student was assigned submits a signed written request to have the score changed. The request must include justification for making the change.

- When a remediation process that has been directed by the members of SPC and authorized by the Dean is completed and a written evaluation is received in the Office of Clinical Rotations.

- All score changes must have the approval of the Dean of the CPM or their designee. The student should make every effort to discuss their evaluation(s) with the assigned preceptor(s) prior to leaving the clinical rotation.

The final arbiter of any grade appeal is the Dean, or their designee.

Curriculum Organization

The curriculum at CPM is a four-year, full-time academic and clinical program leading to granting the DPM degree. This curriculum stresses the interdependence of the biological, clinical, behavioral and social sciences. The emphasis is on educating physicians for general and podiatric medicine and surgery. CPM's educational program is centered on the basic concepts of general and podiatric medicine.

CPM identifies and develops the knowledge, the cognitive and psychomotor skills and the personal and professional behaviors required of a podiatric physician and surgeon in order to provide competent and comprehensive health care to all members of a family on a continuing basis.

Implementation

Clinical faculty and hospitals will implement the curriculum in a manner that balances the learning needs of the students and the educational resources available at the site including clinical situations, lectures, grand rounds, academic teaching conferences, workshops, skills labs and other activities encountered during clinical rotations. Clinical faculty and sites are encouraged to use a variety of teaching techniques including observation, monitored participation, video and audio recordings, computers, readings, individual discussions and presentations by students, faculty and others to enhance learning.

Summer Readiness and Preparedness Course (SPaRC)

WesternU's Learning Enhancement and Academic Development (LEAD) office offers a 3-week program that provides attendees with an introduction to biochemistry, genetics, microbiology/immunology. This optional introductory preparatory program is available to incoming DPM students. Students will purchase a workbook and remit a tuition fee of $400. (See course description for PM 5001 below for additional information.)

Non-Clinical Experiences

Non-clinical experiences like conferences, tumor boards, quality assurance meetings, hospital committees, etc., are important for students to observe in order to help them understand and appreciate the full spectrum of activities expected of physicians. Supervising physicians are encouraged to invite students to participate in as many non-clinical experiences as are practical.

Procedural Skills

Part of the College's expectation is that students will gain a knowledge and understanding of various procedural skills. In addition to proficiency in the manual aspects of procedural skills, the College expects that the student will understand the indications, contraindications, risks, benefits, and alternatives for various procedures. Student performance of any procedure on a patient must be under the direct supervision of the assigned clinical faculty or their professional designee.

Clinical Rotations

The third- and fourth-year clinical clerkships are mandatory, 12 block rotations for each academic year. Each year's curriculum may be completed in any order by the Office of Clinical Rotations. The minimum length of a rotation is four weeks. Rotations may not be split. In the third and fourth years, core sites for each student will be determined by the Clinical Rotations Team. The student may express a preference for core rotation sites. The student may elect to rotate at offsite programs during the elective Podiatric Medicine, Surgery, and Biomechanics/Orthopedics externship block with approval by the Clinical Rotations Committee. This rotation occurs in both the third and fourth academic years.

Rotation Office

The Dean and the External Rotation Coordinator are dedicated to providing students with the best possible clinical educational experience and providing an exceptional service to everyone with whom they interact. The Office will assist CPM and its students with planning for and completion of their clinical training in the third and fourth years of the educational experience.

Pre-Clinical Curriculum

Year 1

Year 1, Fall Semester		
Course	**Title**	**Credit Hours**
IPE 5000	Patient Centered Cases I	1.00
PM 5000	Introduction to the Study of Medicine	6.50
PM 5005	Integrated Skills for the Study of Medicine 1	3.00
PM 5090	Podiatric Medicine Principles and Practice 1	4.00
PM 5100	Foundations of Medicine 1	6.00
PM 5200	Foundations of Medicine 2	9.00
	Semester Total:	**29.50**
Year 1, Spring Semester		
Course	**Title**	**Credit Hours**
IPE 5100	Patient Centered Cases II	1.00
PM 5105	Integrated Skills for the Study of Medicine 2	4.00
PM 5190	Podiatric Medicine Principles and Practice 2	3.50
PM 5300	Foundations of Medicine 3	12.00
PM 5400	Foundations of Medicine 4	11.00
	Semester Total:	**31.50**
	Year 1 Total:	**61.00**

Year 1 (Intensive Summer Anatomy Students – ISAC)

Year 1, Fall Semester		
Course	**Title**	**Credit Hours**
IPE 5000	Patient Centered Cases I	1.00
PM 5000	Introduction to the Study of Medicine	6.50
PM 5002	Intensive Summer Anatomy Course	0.00
PM 5003A	ISAC Facilitation (Fall)	0.00
PM 5005	Integrated Skills for the Study of Medicine 1	3.00
PM 5090	Podiatric Medicine Principles and Practice 1	4.00
PM 5100	Foundations of Medicine 1	6.00
PM 5200	Foundations of Medicine 2	9.00
	Semester Total:	**29.50**
Year 1, Spring Semester		
Course	**Title**	**Credit Hours**
IPE 5100	Patient Centered Cases II	1.00
PM 5003B	ISAC Facilitation (Spring)	0.00
PM 5105	Integrated Skills for the Study of Medicine 2	4.00
PM 5190	Podiatric Medicine Principles and Practice 2	3.50
PM 5300	Foundations of Medicine 3	12.00
PM 5400	Foundations of Medicine 4	11.00
	Semester Total:	**31.50**
	Year 1 Total:	**61.00**

Year 2

Year 2, Fall Semester		
Course	**Title**	**Credit Hours**
IPE 6000	Team Training in Health care I	1.00
PM 5190	Podiatric Medicine Principles and Practice 2	3.50
PM 6000	Advanced Study of Medicine	5.00
PM 6005	Integrated Skills for the Study of Medicine 3	3.00
PM 6090	Podiatric Medicine Principles and Practice 3	3.00
PM 6100	Foundations of Medicine 5	12.00
PM 6200	Foundations of Medicine 6	5.50
	Semester Total:	**33.00**
Year 2, Spring Semester		
Course	**Title**	**Credit Hours**
IPE 6100	Team Training in Health Care II	1.00
PM 6105	Integrated Skills for the Study of Medicine 4	7.00
PM 6190	Podiatric Medicine Principles and Practice 4	3.50
PM 6300	Foundations of Medicine 7	8.50
PM 6400	Foundations of Medicine 8	7.00
	Semester Total:	**27.00**
	Year 2 Total:	**60.00**

Clinical Curriculum

Year 3

Year 3, Fall/Spring Semester		
Course	**Title**	**Credit Hours**
PM 7010	General Medicine (Inpatient Medicine)	4.00
PM 7020	Internal/Outpatient Medicine (Medicine Sub-Specialty) I	4.00
PM 7021	Internal Medicine II (Medicine Sub-Specialty)	4.00
PM 7030	Surgery I	4.00
PM 7050	Surgical Elective I (Sub-Specialty Surgery)	4.00
PM 7060	Podiatric Medicine, Surgery and Biomechanics/Orthopedics I	8.00
PM 7070	Podiatric Medicine, Surgery and Biomechanics/Orthopedics II	4.00
PM 7080	Elective I – Pod Medicine, Surgery and Biomechanics/Orthopedics	4.00
PM 7090	Elective II – Pod Medicine, Surgery and Biomechanics/Orthopedics	4.00
PM 7095	Clinical Medicine Elective	4.00
PM 8055	Essentials of Clinical Medicine V	3.00
	Year 3 Total:	**47.00**

Year 4

Year 4, Fall/Spring Semester		
Course	**Title**	**Credit Hours**
PM 7510	General/Internal Medicine	4.00
PM 7521	Surgical Elective II (Sub-Specialty Surgery)	4.00
PM 7530	Surgery II (Sub-Specialty)	4.00
PM 7540	Emergency Medicine	4.00
PM 7545	Podiatric Medicine, Surgery and Biomechanics/Orthopedics III	4.00
PM 7550	Elective Pediatrics/Medicine Subspecialty	4.00
PM 7560	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics III	4.00
PM 7570	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics IV	4.00
PM 7580	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics V	4.00
PM 7590	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics VI	4.00
PM 8555	Essentials of Clinical Medicine VI	3.00
	Year 4 Total:	**43.00**

DPM Advanced Standing Program

Year 1

Year 3, Fall/Spring Semester		
Course	**Title**	**Credit Hours**
PM 5005	Integrated Skills for the Study of Medicine 1	3.00
PM 5105	Integrated Skills for the Study of Medicine 2	4.00
PM 5090	Podiatric Medicine Principles and Practice 1	4.00
PM 5190	Podiatric Medicine Principles and Practice 2	3.50
PM 6090	Podiatric Medicine Principles and Practice 3	3.00
PM 6190	Podiatric Medicine Principles and Practice 4	3.50
PM 7020	Internal/Outpatient Medicine (Medicine Sub-Specialty) I	4.00
PM 7030	Surgery I	4.00
PM 7060	Podiatric Medicine, Surgery and Biomechanics/Orthopedics I	8.00
PM 7070	Podiatric Medicine, Surgery and Biomechanics/Orthopedics II	4.00
PM 7080	Elective I – Pod Medicine, Surgery and Biomechanics/Orthopedics	4.00
PM 7090	Elective II – Pod Medicine, Surgery and Biomechanics/Orthopedics	4.00
PM 8055	Essentials of Clinical Medicine V	3.00
	Year 1 Total:	**52.00**

Year 2 (For DPM-AS 2022 Only)

Year 4, Fall/Spring Semester		
Course	**Title**	**Credit Hours**
PM 7021	Internal Medicine II (Medicine Sub-Specialty)	4.00
PM 7090	Elective II – Pod Medicine, Surgery and Biomechanics/Orthopedics	4.00
PM 7521	Surgical Elective II (Sub-Specialty Surgery)	4.00
PM 7540	Emergency Medicine	4.00
PM 7545	Podiatric Medicine, Surgery and Biomechanics/Orthopedics III	4.00
PM 7550	Elective Pediatrics/Medicine Subspecialty	4.00
PM 7560	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics III	4.00
PM 7570	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics IV	4.00
PM 7580	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics V	4.00
PM 7590	Elective Pod Medicine, Surgery, and Biomechanics/Orthopedics VI	4.00
PM 8555	Essentials of Clinical Medicine VI	3.00
	Year 2 Total:	**43.00**

Course Descriptions

Courses listed in this catalog are subject to change through normal academic channels. New courses and changes in existing course work are initiated by the appropriate disciplines, departments or programs, approved by the Curriculum Committee, the faculty, the Dean of CPM and the SVP/Provost. CPM uses a combination of numeric scores and letter grades. A numeric score—listed as a percentage—is used in the PMS I and II years and a 4-value letter grade is used in the last two years.

IPE 5000 Patient Centered Cases – An Interprofessional Approach I (1.0 credit hour, CR/NCR)
This course is a required university seminar for all first-year health professional students. This course prepares students to practice health care services through a team approach. Working in small interprofessional teams, students will explore cases representing conditions across the life span. The cases will integrate elements common to all professionals such as ethical, behavioral, social, and psychological issues. This course is a graduation requirement for all health professional programs.

IPE 5100 Patient Centered Cases – An Interprofessional Approach II (1.0 credit hour, CR/NCR)
This course is a required university seminar for all first-year health professional students. This course prepares students to practice health care services through a team approach. Working in small interprofessional teams, students will explore cases representing conditions across the life span. The cases will integrate elements common to all professionals such as ethical, behavioral, social, and psychological issues. This course is a graduation requirement for all health professional programs.

IPE 6000 Team Training in Health Care I (1.0 credit hour, CR/NCR)
IPE 6000 will continue to build upon the knowledge from the IPE 5000 series but will expand upon that knowledge and require the student to learn and apply advanced tools and strategies that are crucial to develop a collaborative healthcare team. The majority of the course is independent study with students engaging in a large-scale tabletop activity where they apply team tools necessary to solve a healthcare dilemma.

IPE 6100 Team Training in Health Care II (1.0 credit hour, CR/NCR)
This course is a continuation of IPE 6000.

PM 5000 Introduction to the Study of Medicine (5.0 credit hours)
The Introduction to the Study of Medicine provides a first look at the fundamental basic science and clinical concepts that will allow a student to succeed in learning the foundations of medicine.

PM 5001 Summer Preparedness and Readiness Course (SPaRC) (0 credit hours, CR/NCR)
In an interprofessional environment, the SPaRC prepares incoming students for the rigors of their program with an introduction to various curriculum topics including the skeletal system, gross anatomy lecture and cadaver lab, and pharmacology. Additional lecture overviews to program-specific content are also provided. Academic skills presentations focus on enhancing study, test taking, time management and the development of EQ skills. Acceptance into this program is at the discretion of the coordinating office. The course is elective and does not meet any specific requirements of the program curriculum. For additional information, contact the Learning Enhancement and Academic Development office (LEAD).

PM 5002 – Intensive Summer Anatomy Course (0.0 credit hours, CR/NCR)
The intensive summer anatomy version provides students with an understanding of the superficial and deep anatomical structures and their arrangement to one another while emphasizing normal function and clinical features of the human body. Through laboratory dissections of cadavers, students will learn the language of anatomy and clinically important relationships. Particular attention will be paid to the neurovascular bundles throughout the entire body. In addition to dissections, models, radiographs, clinical presentations and special demonstrations are employed to emphasize current clinically relevant structures and presentations.

The sum total of this fast-paced course is that students will be able to identify all the bones, organs, muscles, arteries, veins, nerves and lymphatic structures needed to be successful in the subsequent podiatric curriculum, and will be able to identify the anatomical defects, injuries, and malformations implicit in the clinical conditions interspersed within the dissection, labs, lectures, and examinations. Students are selected for this course based on GPA and MCAT scores, as well as previous course work in anatomy. No separate fee is charged as the student registers for medical school upon matriculation into this course.

PM 5003A ISAC Facilitation (0.0 credit hours, CR/NCR)
Prerequisites: Completion PM 5002 with a final percentage score of 80% or higher and permission of the Course Director. Students enrolled in this elective course will assist the other first-year podiatric medicine students in the dissection of cadavers and otherwise aid students in the Foundations of Medicine courses. Other types of teaching assistance, including prosecting difficult-to-identify structures, may also be required.

PM 5003B ISAC Facilitation (0.0 credit hours, CR/NCR)
Continuation of PM 5003A.

PM 5005 Integrated Skills for the Study of Medicine 1 (ISSM) (3.0 credit hours)
The ISSM series of courses supports CPM's mission of preparing student to become technically competent and critical thinkers who are humanistic, professional, lifelong learners, and compassionate physicians who are prepared for graduate medical education. This course also helps to prepare students for the APMLE Boards Part 1 examination. Board-style cumulative exams are given at the end of each semester to provide formative feedback to students on their board preparations. High yield board topic reviews are conducted annually. Critical partnerships for these course goals include the LEAD office to provide workshops on study and test taking skills, and faculty mentors to guide students through professional development, career counseling, and provide the tools students will require to be successful podiatric physicians. Professional development guidance and opportunities are also provided by the Office of Student Affairs. Please refer to syllabi for any information regarding Conference Week.

PM 5090 Podiatric Medicine, Principles, and Practice 1 (4.0 credit hours)
This course presents an introduction to foundational concepts in lower extremity anatomy, surface anatomy, podiatric radiology, and biomechanics from an evidence-based perspective. Delivery modalities include lectures, hands-on workshops and live or virtual lab experiences. Content from this course is reinforced in later PMP courses where students will learn how to critique relevant information and expand their understanding and use of this foundational information in the assessment and decision-making process of patient care.

PM 5100 Foundations of Medicine 1(7.0 credit hours)
The Foundations of Medicine course series provide students with foundational basic science that is integrated with clinical science, creating a high-yield experience relevant for a future practicing clinician. The series covers core basic science principles and all human health systems in a spiral learning process that allows students to layer complex concepts as they progress while reinforcing foundational concepts. Delivery modalities include lectures, hands-on skills workshops, use of standardized patients, and live or virtual lab experiences. These courses integrate the needed knowledge, skills, and attitudes to prepare a student to become a whole physician who specializes in podiatric medicine and surgery.

PM 5105 Integrated Skills for the Study of Medicine 2 (2.0 credit hours)
Continuation of PM 5005.

PM 5190 Podiatric Medicine, Principles, and Practice 2(3.5 credit hours)
Prerequisite PM 5090.. The course introduces the principles of a clinical approach to the management of a variety of common conditions affecting the foot, ankle and lower extremity from an evidence-based medicine perspective. This is accomplished by layering podiatric principles in medicine, biomechanics, and surgery with management principles for problem solving and quality patient care. This course builds on the foundations introduced in PM 5090. Students will learn how to critique relevant information and understand strategies for clinical decision-making, which will help them develop a pattern to lifelong learning.

PM 5200 Foundations of Medicine 2 (9.0 credit hours)
Continuation of PM 5100.

PM 5300 Foundations of Medicine 3 (12.0 credit hours)
Continuation of PM 5200.

PM 5400 Foundations of Medicine 4 (11.0 credit hours)
Continuation of PM 5300.

PM 6000 Advanced Study of Medicine (5.0 credit hours)
The Advanced Study of Medicine provides a first look at the complex basic science concepts of pathophysiology, microbiology and pharmacology, as well as the clinical concepts that will allow a student to succeed in learning podiatric medicine.

PM 6005 Integrated Skills for the Study of Medicine 3 (3.0 credit hours)
Continuation of PM 5105.

PM 6090 Podiatric Medicine, Principles, and Practice 3 (3.0 credit hours)
Prerequisite PM 5190. The course expands the principles of a clinical approach to the management of more complex conditions affecting the foot, ankle and lower extremity from an evidence-based medicine perspective. The course continues to layer podiatric principles in medicine, biomechanics, and surgery with management principles for problem solving and quality patient care. This course builds on the foundations introduced in PM 5090 and PM 5091. Students continue learn how to critique relevant information and understand strategies for clinical decision-making, which will help them develop a pattern to lifelong learning.

PM 6100 Foundations of Medicine 5 (12.00 credit hours)
This course marks the start of the Foundations of Medicine courses for second year podiatric medical students and provides them with the more complex basic sciences, including pathophysiology, microbiology, and pharmacology, as well as advanced health systems sciences as they relate to body systems. These courses continue to integrate the needed knowledge, skills, and attitudes to prepare a student to become a podiatric physician.

PM 6105 Integrated Skills for the Study of Medicine 4 (7.0 credit hours)
Continuation of PM 6005.

PM 6190 Podiatric Medicine, Principles, and Practice 4 (3.5 credit hours)
Prerequisite PM 6090. The course further expands the principles of a clinical approach to the management of highly complex conditions affecting the foot, ankle and lower extremity from an evidence-based medicine perspective. The course continues to layer podiatric principles in medicine, biomechanics, and surgery with management principles for problem solving and quality patient care. This course builds on the foundations introduced in PM 5090, PM 5091 and PM 6090. Students continue learning how to critique relevant information, understand and apply strategies for clinical decision-making, which will help them develop a pattern to lifelong learning.

PM 6200 Foundations of Medicine 6 (5.50 credit hours)
Continuation of PM 6100.

PM 6300 Foundations of Medicine 7 (8.50 credit hours)
Continuation of PM 6200.

PM 6400 Foundations of Medicine 8 (7.00 credit hours)
Continuation of PM 6300.

PM 7010 General Medicine (Inpatient Medicine) (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in family medicine, including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management.

PM 7020 Internal/Outpatient Medicine I (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general internal medicine and/or in an internal medicine sub-specialty such as gastroenterology, pulmonology, or cardiology. Expected competencies include clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management.

PM 7021 Internal Medicine II (Medicine Subspecialty) (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general internal medicine or in an internal medicine subspecialty such as gastroenterology, pulmonology, or cardiology. Expected competencies include clinical management, technical and procedural skills, interpretation of diagnostic data, patient education,

development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management.

PM 7030 Surgery I (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general/vascular surgery including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management.

PM 7050 Surgical Elective (Sub-Specialty Surgery) (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in one of the surgical clinical Subspecialties including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

PM 7060 Podiatric Medicine, Surgery, and Biomechanics/Orthopedics I
(8.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in podiatric medicine, surgery, and biomechanics/orthopedics. The student will be afforded progressive experiences in development of technical procedural skills in all phases of podiatric medicine surgery and biomechanics. Emphasis will be placed on development of clinical management, technical/procedural skills, patient education, and interpretation of diagnostic data, management plans, and inter-professional communication. Throughout the course, the tools essential to becoming a competent podiatric physician and life-long learner are emphasized.

PM 7070 Podiatric Medicine, Surgery, and Biomechanics/Orthopedics II 4
(4.0 credit hours, HON/HPASS/PASS/FAIL)
Prerequisite: PM 7060. Continuation of PM 7060.

PM 7080 Elective Podiatric Medicine, Surgery, and Biomechanics/Orthopedics (Externship I)
(4.0 credit hours, HON/HPASS/PASS/FAIL)
Continuation of PM 7060, which can be completed at an affiliated rotation offsite.

PM 7090 Elective Podiatric Medicine, Surgery, and Biomechanics/Orthopedics (Externship II)
(4.0 credit hours, HON/HPASS/PASS/FAIL)
Continuation of PM 7080, which can be completed at an affiliated rotation offsite.

PM 7095 Clinical Medicine Elective (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general/family medicine in the inpatient setting, including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

PM 7510 General/Internal Medicine (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general/family medicine in an inpatient setting, including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In

subsequent courses in this series, students are exposed to progressive involvement and independence in patient management. This rotation will serve as a sub-internship for students.

PM 7521 Surgical Elective II (Subspecialty Surgery) (4.0 – 6.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general surgery or one of the surgical subspecialties such as ophthalmology, orthopedic surgery, urology, cardiovascular surgery, vascular surgery, interventional radiology, plastic/hand surgery, or neurosurgery. Expected competencies include clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and interprofessional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management. This rotation will serve as a sub-internship for students.

PM 7530 Surgery II (Sub-internship) (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general/vascular surgery. Expected competencies include clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management. This rotation will serve as a sub-internship for students.

PM 7540 Emergency Medicine (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in emergency medicine including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans and inter-professional communication.

PM 7545 Podiatric Medicine, Surgery, and Biomechanics/Orthopedics III (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education at WesternU's clinical sites in podiatric medicine, surgery, and biomechanics/orthopedics. The student will be afforded advanced, progressive experiences in development of technical procedural skills in all phases of podiatric medicine, surgery, and biomechanics. Emphasis will be placed on development of clinical management, technical/procedural skills, patient education, and interpretation of diagnostic data, management plans, and interprofessional communication. Throughout the course, the tools essential to becoming a competent podiatric physician and life-long learner are emphasized. The goal is to help the student to successfully transition into postgraduate resident training and podiatric practice.

PM 7550 Elective - Pediatrics/Medicine Subspecialty (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in general internal medicine or in one of the internal medicine subspecialties such as gastroenterology, pulmonology, neurology, endocrinology, cardiology, infectious diseases or geriatrics or pediatrics, including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

PM 7560 Elective - Podiatric Medicine, Surgery, and Biomechanics/Orthopedics (Externship III) (4.0 credit hours, HON/HPASS/PASS/FAIL)
This course provides supervised clinical education in podiatric medicine, surgery, and biomechanics/orthopedics. The student will be afforded advanced progressive experiences in development of technical procedural skills in all phases of podiatric medicine surgery and biomechanics. Emphasis will be placed on development of clinical management, technical/procedural skills, patient

education, and interpretation of diagnostic data, management plans, and inter-professional communication. Throughout the course, the tools essential to becoming a competent podiatric physician and life-long learner are emphasized. The goal is to help the student to successfully transition into a post-graduate resident and eventual podiatric practice.

PM 7570 Elective Podiatric Medicine, Surgery, and Biomechanics/Orthopedics (Externship IV) (4.0 credit hours, HON/HPASS/PASS/FAIL)
Continuation of PM 7560.

PM 7580 Elective Podiatric Medicine, Surgery, and Biomechanics/Orthopedics (Externship V) (4.0 credit hours, HON/HPASS/PASS/FAIL)
Continuation of PM 7570.

PM 7590 Elective Podiatric Medicine, Surgery and Biomechanics/Orthopedics (Externship VI) (4.0 credit hours, HON/HPASS/PASS/FAIL)
Continuation of PM 7580.

PM 8055 Essentials of Clinical Medicine V (3.0 credit hours, HON/HPASS/PASS/FAIL)
The Essentials of Clinical Medicine V course is taken during the PMS III year and serves as a review of, and assessment tool for basic clinical knowledge. This program reviews and amplifies clinical material presented during years I and II. It also provides the opportunity for the student to obtain information and skills essential to rotations, residency, medical and podiatric medical practice. Topics include clinical, legal, and ethical issues that are presented from a medical and podiatric medical perspective. Additionally, the course addresses special topics such as professionalism, cultural sensitivity, and alternative care. Throughout the course, the tools essential to becoming a competent podiatric physician and lifelong learner are emphasized. This course must be completed prior to becoming a PMS-IV student. Students are assessed on their competencies through sets of exams including an objective structured clinical examination (OSCE) and comprehensive basic science examinations (CBSE).

PM 8555 Essentials of Clinical Medicine VI (3.0 credit hours, HON/HPASS/PASS/FAIL)
The Essentials of Clinical Medicine V course builds upon the knowledge and skill learned during the three previous years at CPM. The goal is to help the student to successfully transition into postgraduate resident training and podiatric practice. This is accomplished by enabling the student to apply general knowledge to specific clinical applications. In addition, ECM-VI emphasizes medical professionalism and helps the students sharpen skills that are vital to life-long learning. Information is presented through one or more modalities including online and/or on-campus sessions. Successful completion of ECM-VI is a requirement for graduation for students entering PMS4 year of training.

Honors and Awards

The following awards are considered for presentation to DPM students annually:

ABPM Graduate Merit Award
Arthur Madorsky MD Memorial Scholarship
BAKO Medical Education Foundation (BMEF) Scholarship
Blaine Labs Award
California Podiatric Medical Association Scholarship
Commander Kim Voth Wound Care Endowed Scholarship
Crans Family Scholarship Endowment
Dean's Leadership and Service Award
Dean's List
Dean's Scholarship Award
Dean's Vision Award
Diversity and Inclusion Certificate
East West Scholarship
Faculty & Staff Scholarship
Gary P. Jolly Lifelong Learner Award
Greg Allen Memorial Scholarship
Imhotep Scholarship
Lawrence B. Harkless Scholarship
Louis T. Bogy Award
Michael L. Stone, DPM Outstanding Professional Conduct Award
Nutrition in Medicine Certificate
Oliver Foster Scholarship
Osman B. Beller M.D. & Naomi Beller
Pi Delta Honors Lambda Chapter
Podiatric Insurance Company of America Recipients Scholarship
President's Society Award
Richard A. Bond Endowed Scholarship
SALT Ambassador
Timothy Holbrook Award
Towne & Gown Golf Classic Scholarship
WesternU Alumni Association Scholarship

Academic Calendar

Fall 2021	
May 24, 2021	Fall Classes/Rotations Begin (Year 4, & DPM-AS Year 2)
June 1, 2021	Fall Classes Begin (DPM-AS Year 1)
June 8, 2021	Fall Classes Begin (Year 2)
June 14, 2021	ISAC Course Begins (Year 1, ISAC Students)
July 5, 2021	Independence Day Observed – No Classes*
July 22, 2021	Fall Classes/Rotations Begin (Year 3)
August 2-6, 2021	Orientation/Welcome Week (Year 1)
August 7, 2021	Convocation/White Coat Ceremony (Year 1)
August 9, 2021	Fall Classes Begin (Year 1)
September 6, 2021	Labor Day – No Classes*
November 11, 2021	Veterans Day – No Classes*
November 24, 2021	Thanksgiving Recess Begins @ 5:00 p.m.*
November 26, 2021	Fall Classes/Rotations End (Years 3, 4, & DPM-AS Years 1, 2)
November 29, 2021	Fall Classes Resume (Years 1 and 2)
December 17, 2021	Fall Classes End (Years 1 and 2)
December 18, 2021	Winter Recess Begins (Years 1 and 2)
Spring 2022	
November 29, 2021	Spring Classes/Rotations Begin (Years 3, 4, & DPM-AS Years 1,2)
January 3, 2022	Spring Classes Begin (Years 1 and 2)
January 17, 2022	Martin Luther King Day – No Classes*
February 21, 2022	President's Day – No Classes*
March 21, 2022	Spring Break Begins (Years 1 and 2)
March 28, 2022	Spring Classes Resume (Years 1 and 2)
May 18, 2022	Spring Rotations End (Year 4, DPM-AS Year 2)
May 18, 2022	College of Podiatric Medicine Commencement Ceremony
May 27, 2022	Spring Rotations End (Year 3, DPM-AS Year 1)
May 30, 2022	Memorial Day – No Classes*
June 3, 2022	Spring Classes End (Year 2)
June 6, 2022	Spring Classes End (Year 1)

**Students in clinical rotations observe their preceptor's hours, which may include working on federal holidays.*