



NEW YORK MEDICAL COLLEGE

A MEMBER OF THE Touro College and University System

Graduate School of Basic Medical Sciences

POLICY: WALKING AT COMMENCEMENT

1. Purpose of the Policy

New York Medical College now confers degrees at three times during the year – May, August and December. There is, however, only one formal Commencement ceremony, viz., in May. The purpose of this policy is to define who may be allowed to participate in the formal May Commencement Exercises of New York Medical College without having yet fully completed all requirements for the intended degree.

2. Scope

This policy applies to students in the Graduate School of Basic Medical Sciences (GSBMS) of New York Medical College. It is restricted to students who are allowed to participate in the May Commencement Exercises (“walk”) even though they do not receive their degree at that time, but who are expected to complete all degree requirements in time to receive their degree at the August graduation date, which is not accompanied by a formal ceremony.

3. The Policy

Students in the Graduate School of Basic Medical Sciences will be allowed to participate in the formal May Commencement Exercises (“walk”) of New York Medical College while receiving their diploma (“graduating”) in August of that year under the following conditions.

- 1) Ph.D. students who have completed their dissertation research and are preparing their dissertations for a public defense may qualify. Such students must submit to the Academic Standards Committee by April 1st a note signed jointly by the student’s dissertation sponsor and the chair of the student’s dissertation committee attesting to these facts.
- 2) Students who have submitted approved doctoral dissertations, Master’s theses, or Master’s literature reviews but who lack the requisite number of credits specified by their degree requirements and who may fulfill those credit requirements by the end of the Summer academic term may qualify. Such students must submit to the Academic Standards Committee by April 1st an appropriate academic plan endorsed by their Graduate Program Director.
- 3) Students who have completed all other degree requirements, including completion and submission of approved doctoral dissertations, Master’s theses or Master’s literature reviews, and whose GPA falls short of the required minimum of 3.00 but who can register for a course load during the Summer academic term that presents a likely probability for them of achieving the threshold GPA needed for graduation may qualify. Such students must submit to the Academic Standards Committee by April 1st an appropriate academic plan endorsed by their Graduate Program Director. This

plan must also include some documentation that provides a basis for believing that the required grades can be achieved.

- 4) The Academic Standards Committee may consider other circumstances under which to allow a student to “Walk in May, Graduate in August” if there is convincing evidence of a high probability that the student will successfully complete all degree requirements by the completion of the Summer term.

4. Procedures

- A. Students must have applied for May graduation to be eligible for the May walk – August graduation accommodation.
- B. If students wish to be considered for this accommodation, they must supply the required documentation outlined in Section 3 to the Academic Standards Committee, *via* the GSBMS Dean’s Office, by April 1st.
- C. If April 1st is a holiday or weekend, the next business day shall be the deadline for submission of documentation.
- D. The Academic Standards Committee shall consider each case on its own merits. It shall recommend to the Graduate Faculty Council whether individual students shall or shall not be granted the “Walk in May, Graduate in August” option. Council shall have the final decision.
- E. Ph.D. students granted the option under Section 3.1 must defend their dissertation by the last Friday in May prior to the commencement ceremony. Ph.D. students who do not make this deadline but plan to graduate in August, must defend by the first Friday in June. August Ph.D. graduates who defended too late to walk in the current year commencement are eligible to walk in the next year’s commencement ceremony. All August Ph.D. graduates must submit a complete, approved, successfully defended dissertation with all the requisite number of paper and electronic copies to the GSBMS Dean’s Office by the third Friday in June.
- F. Students granted the option under Section 3.2 or 3.3 must register for the approved courses by May 15th and must submit a registration receipt to the GSBMS Dean’s Office at that time.
- G. The Academic Standards Committee shall convene again during the Summer term to review any candidates for August graduation.

HISTORY OF THIS POLICY:	
Proposed to Graduate Faculty Council:	April 18, 2019
Approved by Graduate Faculty Council:	April 18, 2019
Enacted effective:	Spring 2019