



POLICY TITLE: <i>Program-Related Activity Policy</i>	APPROVAL DATE: <i>June 7, 2018</i> <i>Revised September 1, 2022</i> <i>Revised May 1, 2025</i>
RESPONSIBLE DEPARTMENT: <i>Office of Student Affairs</i>	APPLIES TO: <i>All Students</i>

## POLICY STATEMENT

Any third or fourth-year medical student in good academic standing who wishes to take up to one year away from the formal curriculum for enhancement purposes may request approval to do so as indicated below. If a student is requesting a PRA after their M2 year the student must take Step 1 before beginning the PRA. Refusal to allow a student to participate in a PRA is not subject to any appeals or grievances.

A student enrolled in any other academic program at UC or outside UC is not eligible for a PRA.

Students enrolled in PRA are charged tuition and fees for one (1) credit hour in effect for each semester of PRA enrollment. PRA enrollment allows a student to maintain malpractice insurance, eligibility for UC student health insurance, and deferment on student loans.

- Students enrolled in PRA are engaged in an activity, such as research or other relevant activity, which is related to their program of study for the M.D. degree.
- A PRA enrollment does not qualify students for financial aid.
- Students planning to enroll in PRA after completion of their M2 year must sit for USMLE Step 1 before beginning their period of PRA.
- Students planning to enroll in PRA after completion of their M3 year are strongly encouraged to sit for USMLE Step 2 before beginning their period of PRA.
- To enroll in PRA, the student must first meet with the Associate Dean for Student Affairs to plan the Leave of Absence and to receive approval to enroll in PRA. The preliminary approval for PRA is granted in consultation with the COM Registrar and Director of Financial Services. Students planning to enroll in PRA must be granted a Leave of Absence (LOA) from the curriculum of the COM by the appropriate Performance and Advancement Committee (PAC).
- Students must complete a MSSF for Academic Enrichment LOA. They will be directed to complete section 1 of the Academic Enrichment LOA petition. This petition will automatically be routed to the appropriate PAC for review before granting approval.
- In preparation for return from the LOA the student will complete another MSSF for Academic Enrichment LOA which will direct them to Section 2 of the LOA petition in which they will summarize details of their experience. This must be completed by the date requested by PAC in their letter to the student approving the LOA.
- Students should consult the Leave of Absence Policy outlined in the Handbook for further details.

Certain programs at the University have clinical and/or external placements that are a requirement for program completion. To the extent permitted by law, Students enrolled in such programs will be expected to comply with all rules, policies, guidelines, and requirements of any third-party placement, including but not limited to vaccination and background check requirements. Any student's failure to comply with such third-party rules, policies, guidelines or requirements may result in the student not being able to complete and graduate from their program.