

Date: [REDACTED]

Dear [REDACTED]

Access ID: [REDACTED]

This document is to explain and confirm understanding of the options available to retake [REDACTED]. You will not advance in professional year standing until this course has been successfully completed. This class is typically offered only once each year.

To make it possible for you to complete this course and stay on time for graduation, a self-directed remediation course over the [REDACTED] term will be available to you should you decide to enroll. To get credit for this course (and therefore enroll in courses for the next professional year) you will need to fulfill the requirements in the syllabus created for the remediation of this course. This course will consist of [REDACTED] exams. Although the course will be self-directed students will have the opportunity to communicate with faculty as needed for guidance. **Please note that the offer to allow you to enroll in a remediation course is predicated on your maintenance of eligibility to take the summer remediation according to the PharmD Program Progression and Remediation Policies.**

Your other choice is to wait and re-take the course during its regular offering in the [REDACTED] term.

There are risks and benefits associated with selection of the remediation course option:

Benefit:

- You can complete the requirement for the course over the summer term and therefore stay on time to graduate with the rest of your class.

Risks:

- You will have to **register for** and **pay tuition** for this remediation course. This same rule applies should you decide to wait and re-take the course the next time it is offered.

- Because this remediation course will be self-directed, you will be responsible for mastering the material over which you will be tested. Faculty will assist on an as “as needed” and “as available” basis, but the responsibility for seeing and obtaining assistance will be yours. Because faculty members have a variety of other commitments and responsibilities, it can sometimes be difficult to connect with them outside of normal class schedules. You should not choose the remediation course option if you feel you need or would benefit from the level of instruction provided in the standard offering of this course.
- The remediation course grade may be primarily or completely determined by exams. Details of course grading policy will be outlined in the remediation course syllabus.
- Should you take and fail this remediation course, it will constitute failure when repeating a professional course and will result in your dismissal from the program. This same rule applies should you decide to wait and re-take the course the next time it is offered.

You should discuss the options and your decision with your academic advisor. In addition, before electing the remediation course option, the Committee on Academic and Professional Progress (CAPP) will need to verify your standing in the program. Please use the following form on page 3 of this document to inform the course coordinator and CAPP of your intentions by the date of [REDACTED]. Following submission of final grades for winter term, CAPP will verify that you have been successful in all other courses, continue to meet eligibility as described in the PharmD Program Progression and Remediation policies, and that you will indeed enroll in the remediation course of [REDACTED]. **Lack of a response by the date of [REDACTED] will indicate that you do not wish to enroll in this remediation course.**

Sincerely,

x _____
Chair of Committee on Academic and Professional Progress

x _____
Course Coordinator

Summer Term Remediation Course Contract

I have read and understand my options regarding remediation for this course. After careful consideration and discussion with my advisor, I have made the following decision:

- I have elected enroll in as a self-study remediation course in the upcoming summer term.
- I plan to re-take this course during its regular offering next year and delay my graduation timeline.

If you have elected to take the self-study remediation course, please read and check the following statements:

- I will register for this course in the Summer term.
- I understand that failing to earn a satisfactory grade in the remediation course will constitute *failure when repeating a professional course* and will result in my dismissal from the Doctor of Pharmacy program.
- I understand that this is a self-study course and there may be limited time available with the instructors of this course
- I understand that the remediation course grading policy may differ from the initial course offering. The remediation course grade may be primarily or completely determined by exams. Details of course grading policy are outlined in the remediation course syllabus.
- I understand that this self-directed course will require considerable independent study and I am prepared to take the time necessary to study this material on my own. I acknowledge that I have been advised not to work during the remediation course.
- I agree to abide by all the course policies stated in the syllabus.

I have read the above statements. My signature here indicates my acceptance of these statements.

Student's Signature

Date

Chair, CAPP

Date

Course Coordinator

Date