

**UNIVERSITY OF HOUSTON
COLLEGE OF MEDICINE
ADMINISTRATIVE MEMORANDUM**

SUBJECT: Student Electives

I. PURPOSE AND SCOPE

- A. To ensure students enhance their education with electives that promote a broad knowledge base and skill set that prepares them to be successful physicians.
- B. To ensure the College of Medicine complies with Liaison Committee on Medical Education (LCME) accreditation standards, including LCME Standard 6.5.

II. BACKGROUND

Students will choose a wide variety of specialties for their residencies after graduation from the University of Houston College of Medicine. It is the UH College of Medicine's responsibility to ensure that each student is prepared with the appropriate knowledge, attitudes, skills, and behaviors for success as resident physicians, and make a sound choice for graduate medical education training.

III. POLICY

The curriculum contains 24 weeks of electives, including clinical, research, global health, or self-directed study opportunities. Students will develop their Clerkship and Post-Clerkship schedules with their academic advisors. Advisors will be trained to assist and approve schedules utilizing the following guiding principles:

- A. Advisors will work with students to develop a schedule that contains a variety of electives in different specialty areas that support a student's career goals (e.g. mental health and endocrinology if they are choosing family and community medicine).
- B. Students should not take more than 12 weeks of an elective in any one particular or identical clinical specialty or sub-specialty area to provide an appropriate breath of experience. Exceptions to this guideline will be reviewed on an individual basis.
- C. Students will be permitted to take electives at outside institutions. Students will be permitted a maximum of three away rotations but may petition the Associate Dean for Student Affairs, Admissions, and Outreach for additional outside opportunities.
- D. Students are not permitted more than 12 weeks of non-clinical electives.
- E. Final schedule approval will be granted by the Office of Student Affairs.

IV. MONITORING OF THIS POLICY

- A. The Office of Medical Education will work with the Office of Student Affairs, Curriculum Committee and the Electives Course/Clerkship Directors to develop and schedule student electives.

Approval History		
<i>Approver</i>	<i>Status</i>	<i>Date</i>
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Review by UH Office of General Counsel	Pending	

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