CALENDAR

2018-2019

HOWARD UNIVERSITY
College of Medicine
Washington, DC
FOREWORD

This booklet contains the schedule of courses, except for electives, offered to medical students at Howard University College of Medicine. It provides a calendar of events, examination dates, and schedule of clerkships. Where applicable, non-medical graduate students enrolled in medical courses will comply with the class and examination schedules set forth in this booklet. The respective departments will schedule other courses, seminars, and examinations for graduate and other students. The schedules do not show dates and times for quizzes and other evaluations.
The College of Medicine’s program of instruction provides the forum for students to acquire the essential knowledge, skills, behaviors and attitudes necessary for the practice of medicine as set forth in the Educational Objectives for Howard University College of Medicine. The details of these objectives are shown in the College of Medicine Policies and Procedures Manual, also called the “Policies Manual”. In addition, time is provided in the schedule for elective courses (Electives Manual), so that students can explore areas of special interests.

First Year (M1)
The first-year integrated curriculum has seven instructional units. They include two units of instruction concerning Molecules and Cells, three dealing with Structure and Function and two units of instruction in Medicine and Society. Instruction in clinical skills and communication skills are integrated in these units.

The first semester instructional units in Molecules and Cells include macromolecules and metabolism, molecular and cell biology, tissue histology, nutrition, basic microbiology, genetics and immunology. The Medicine and Society unit consists of clinical and learning skills development. The Structure and Function block begins in the first semester with instruction in bones, muscles and skin.

During the second semester, the Structure and Function units include head and neck; nervous system; thorax, abdomen and pelvis. The Medicine and Society unit includes nutrition, global and environmental health.

Second Year (M2)
The second-year integrated curriculum has nine units. They include six units of instruction covering the Organ Systems, two units in Introduction to Clinical Medicine (including physical diagnostic skills and behaviors), and one unit of Medicine and Society. Instructions in clinical skills and communication skills are further integrated in the units taught during this year.

During the first semester, instructional units in the Organ Systems include general principles; hematopoietic, lymphoreticular, musculoskeletal and skin systems; cardiovascular and respiratory systems; and the renal/genito-urinary systems. There is a semester-long unit in Introduction to Clinical Medicine.

During the second semester, the Organ Systems include instructional units covering the gastrointestinal, endocrine and reproductive systems; the central nervous system and specific topics. Introduction to Patient Care and Medicine and Society are two other units in the second semester. The Medicine and Society unit includes complementary/alternative medicine and biometrics/epidemiology.

Third and Fourth Years (M3 and M4)
The third and fourth year curricula consist of units of instruction in a continuum of clerkships (internal medicine, neurology & rehabilitation, surgery, obstetrics & gynecology, pediatrics, psychiatry, emergency medicine and family medicine/community health) and examinations in the various clinical subjects. All junior medical students are required to take a course in Introduction to Health Care Ethics and Jurisprudence either during the first or the second semester. During the fourth year, there are three required clerkships—internal medicine, primary care and surgery. During these clerkships the students function as acting interns (AI). For the primary care rotation, the student selects the site and the discipline in a primary care field for the experience (ambulatory internal medicine, pediatrics, family
medicine/community health, adolescent medicine, and office gynecology). All fourth-year students are required to take the Intern Readiness Course (IRC). The IRC focuses on clinical and procedural skills that first year residents are expected to perform. Each student has the opportunity for clinical or research experience through five or more electives – one of which is the primary care selective. All rotations in the fourth year are four (4) weeks in duration. All clinical rotations (required or electives) must be approved by the Senior Associate Dean for Academic Affairs.

ELECTIVES

Time is available for elective courses presented in the form of lectures, research, seminars or clinical experiences. These electives are designed to broaden the basic knowledge acquired in the core curriculum and to meet the needs of individual students that arise from differences in background, interests, and choice of careers in medicine or medically-related professions. The Senior Associate Dean for Academic Affairs must approve all electives. (Please refer to the booklet on electives for details)

Beginning in the second semester of the first year, the freshman medical student may enroll in one (1) elective per semester through the second year. Enrollment in electives during the first two years may be done at the option of the student, and is not required for promotion to the second or third years. Clinical electives are not open to first and second year students. These electives cannot be credited to meet the fourth-year requirements. First and second year students are strongly advised to select electives that will enhance their preclinical preparation.

Elective Requirements: Elective time is not available in the clerkship schedule of the third year. However, in the fourth year, a maximum of twenty-four (24) weeks or a minimum of twenty (20) weeks must be spent in elective courses or research activity. These electives include the four (4) weeks of primary care rotation. No more than eight (8) weeks (if 24 weeks of electives are chosen) can be spent in the same specialty, or subspecialty and no more than eight (8) weeks in research. A student may appeal to the Senior Associate Dean for Academic Affairs to take more than six (6) electives.

During senior electives, students may simultaneously serve as externs, or receive compensation as a US Public Health Service appointee in connection with an approved elective. The elective, however, must be a training experience and temporary employment cannot be substituted for electives.

Intramural electives: Students have the option of taking electives at Howard University Hospital. This does not include the AI, IRC, or the primary care elective.

Extramural Electives: In choosing electives, senior students may enroll in courses offered at Howard University (described in the booklet, "Senior Elective Courses") or, upon approval; electives may be taken at another institution in the United States. Application for most extramural electives is facilitated by the Visiting Student Learning Opportunity (VSLO). The process is detailed in the electives booklet that is published annually. The Senior Associate Dean for Academic Affairs makes final approval of electives prior to transmitting the application to the extramural host institution where the elective is to be taken.

International Electives: Students may also enroll in international electives (VSLO). In this case, in addition to the standard steps the student must complete additional forms available in the office of the Senior Associate Dean for Academic Affairs.

Visiting Students: Students from LCME-accredited medical schools and students from accredited schools of osteopathic medicine may be accepted for electives in the fourth year at Howard University, providing space is available.
Each student must provide the list of all electives showing the following:

- Name of elective
- Institution where the student will rotate for the elective
- Dates for the electives
- Supervisor or contact person for each elective
- Other requested (by the Senior Associate Dean for Academic Affairs) information for international electives

Service Learning: A list of opportunities for students in the College of Medicine to participate in service learning activities is maintained in the Office of the Associate Dean for Student Affairs and Admission. The College of Medicine encourages and will support students to participate in these activities to the extent possible.

Scholarly Activities/Research Opportunities: The College of Medicine encourages students to participate in research. In addition to taking electives in research in the senior year, opportunities also exist during all 4 years in the curriculum for students to participate in scholarly activities. Students should contact the Associate Dean for Research for more information.

OTHER PROGRAMS

Combined BS-M.D. Program
This is a cooperative program at Howard University between the Colleges of Medicine and the College of Arts and Sciences, which allows the student to complete the requirements for both the B.S. and the M.D. degrees in six (or seven) years instead of the customary eight years. A limited number of students are admitted to the medical program from the College of Arts and Sciences as part of the entering class of traditionally selected students.

Combined M.D./Ph.D. Program
The College of Medicine and the Graduate School co-sponsor this interdisciplinary program, which prepares students for leadership roles as clinicians/scientists/scholars. The requirements for both the M.D. degree and the PhD. degree in the student's selected graduate department can be completed in approximately seven years without any diminution in either the M.D. or PhD. curriculum. The graduate departments that currently award the PhD. degree in this program are Anatomy, Biochemistry and Molecular Biology, Biology, Chemistry, Genetics and Human Genetics, Microbiology, Pharmacology, and Physiology and Biophysics.

Dual M.D./MBA Degrees Program
A limited number of medical students in the College of Medicine may enroll in the MBA program, so that at the end of five years these students will receive the M.D. and the MBA degrees. Students must meet the criteria for admission to the MBA program and must also successfully complete the first two years in the medical school. Students will be required to sit for the USMLE Step 1 before starting the MBA program. The students will then be granted a one-year leave of absence from the College of Medicine to enroll in the Business School. After successful completion of the MBA curriculum, the students then return to the College of Medicine to complete the requirements for the M.D. degree. Medical students who wish to enroll in this program may obtain more information from the Senior Associate Dean for Academic Affairs in the College of Medicine and must write a letter to the said Associate Dean requesting permission prior to applying for the MBA program.
ACADEMIC SUPPORT PROGRAMS

Student Academic Support Program (SASP)
The Office of Medical Education (OME) presents problem solving, critical thinking and assessment of learning styles strategies for concept mapping to medical students during Freshman Orientation week and during the early part of the first semester. Individual sessions are also offered throughout the school year. Academic support is offered to all students. Students who are identified as requiring academic reinforcement are referred to the OME for academic counseling and/or tutorial support.

MedSTAR (Medical Student Taught Academic Review)
The MedSTAR program has medical students who serve as tutors and who are selected on the basis of their academic performance, scholastic standing and personality traits to provide assistance to students who request support in handling course content.

Academic Support also includes intensive review sessions that are presented during the summer in the Summer Directed Study Program (SDSP) for students who have incurred deficiencies during the regular school year. The Committee on Promotions and Graduation prescribes enrollment in the Summer Directed Study Program for those students considered eligible in accordance with the Policy on Student Promotions of the College of Medicine. Other programs to increase retention and graduation of students include: reexaminations, repeat clerkship, repeat an academic year, and financial support for review courses in preparation for the USMLE.

GRADES, PROMOTION AND GRADUATION

A statement of the policy governing student promotions is provided to each student at the beginning of each academic year. The Committee on Student Promotions and Graduation of the College of Medicine will review student performances and make decisions concerning promotions periodically throughout the year. A report of grades is provided to each student following each examination, and at the end of each semester. The Office of the Senior Associate Dean for Academic Affairs, Student Records Section, issues all grade reports. It is the responsibility of each student to check Blackboard and BisonWeb to ensure his/her courses and clerkships are correctly recorded. Grades are issued directly to the student on Blackboard and BisonWeb, and not released by fax, email, or to a third person. The College of Medicine may honor a signed written request by the student/graduate to release his/her grades to a third party.

Satisfactory student performance, including demonstration of appropriate professional behavior, is mandatory for promotion and for graduation. Students are required to pass the United States Medical Licensing Examination (USMLE) Step 1 for promotion to the third year. Students are also required to pass the USMLE Step 2 Clinical Knowledge Examination (CK) and the USMLE Clinical Skills Assessment (CS) to be eligible to participate in the National Resident Matching Program (NRMP) and for graduation. Grades in the College of Medicine are reported as H (Honors), HP (High Pass), S (Satisfactory), or U (Unsatisfactory) for medical students, except the Intern Readiness Course, which is Pass/Fail. High Pass (HP) designation is given for third year clerkship grades. Criteria for promotions and graduation are described in the Policies and Procedures Manual.
SCHEDULE OF EVENTS  
College of Medicine  
2018 - 2019

Date Policy: Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the first business day immediately following a weekend or legal holiday.

FIRST SEMESTER 2018

July 4, Wednesday  
Independence Day – Observed

July 5, Thursday-  
Registration for COM students for Fall Semester  
July 18, Wednesday  
(Seniors will be registered by July 25, 2018)

July 11, Wednesday  
Last day for HUCM to receive passing scores for USMLE Step 1 for students to begin third year rotations in July 2018

July 11, Wednesday-  
Freshman Orientation begins 8:00 a.m., Room 3019, Numa P. G. Adams Building (MANDATORY)

July 12, Thursday  
Academic Affairs Orientation for all freshman students in the College of Medicine, Room 3019, Numa P.G. Adams Building, 8:30 a.m. – 10:00 a.m. (MANDATORY)

July 12, Thursday -  
Late fee for freshman, sophomore and junior medical students

July 12, Thursday -  
July 16, Monday  
Last day for change of senior electives for Fall Semester

July 16, Monday  
Orientation for sophomore medical students in the College of Medicine, Room B-14, Seeley G. Mudd Building, 8:00 a.m. to 3:30 p.m. (MANDATORY)

Orientation for junior (2018-2019) medical students, Room B-5, 8:00 a.m. to 3:30 p.m. (Administrative part 1 of 2) (MANDATORY)

July 17, Tuesday  
Instruction begins at 8:00 a.m. for sophomore medical students, Room B-14, Seeley G. Mudd Building

Orientation for junior (2018-2019) medical students continues, Room B-5, 8:00 a.m. to 5:00 p.m. (Administrative part 2 of 2) (MANDATORY)

End of third year for junior (2017-2018) medical students

July 18, Wednesday  
Opening exercise, 8:00 a.m., College of Medicine, Main Auditorium, Room 3019, Numa P.G. Adams Building
Classes suspended for all medical students, 8:00 – 9:00 a.m.

**July 18, Wednesday (cont.)**

Instruction begins at 9:00 a.m. for freshman medical students Room 3019, Numa P. G. Adams Building

Orientation for senior medical students, Room B-5 Mudd, 9:00 a.m.-2:00 p.m. (MANDATORY) (Includes mandatory HIPAA and OSHA recertification, and health insurance/disability income presentations)

Formal senior class photographs 2:00 p.m. to 5:00 p.m., Room 1317, Numa P.G. Adams Building, for all senior medical students

**July 18, Wednesday - July 20, Friday**

Junior Clerkship Essential Clinical and Technical Skills Course (all junior students) (MANDATORY)

**July 19, Thursday - July 25, Wednesday**

Clinical Skills Enhancement for senior medical students

**July 20, Friday**

Departmental orientations for junior medical students at 12:00 pm

**July 20, Friday**

Short White Coat Ceremony – Cramton Auditorium, 4:00 p.m.

**July 30, Monday**

Instruction begins for senior medical students

**August 11, Saturday - August 15, Wednesday**

National Medical Association Convention – Orlando, FL

**August 31, Friday**

Deadline for 100% refund of tuition/fees for medical students

**September 3, Monday**

LABOR DAY – LEGAL HOLIDAY
Freshman, sophomore, and junior year students only

**Fourth year students on AI must report for rotation**

**September 5, Wednesday**

Last day for HUCM to receive passing scores for USMLE Step 1 for students with special schedules to begin third year rotations in September

**September 21, Friday**

OPENING CONVOCATION - Cramton Auditorium, 11:00 a.m. (Classes suspended from 10:00 a.m.-1:00 p.m.)

**September 24, Monday**

Deadline for 50% refund of tuition and fees for medical students

**October 19, Friday**

Deadline for 25% refund of tuition and fees (Last day for tuition/fee refunds)

**October 29, Monday - November 2, Friday**

Spring Semester registration for junior students

**November 2, Friday**

Last date for total withdrawal from the university
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>November 14, Wednesday</td>
<td>HONORS AND AWARDS DAY, College of Medicine, Numa P.G. Adams Building, Main Auditorium, Room 3019, 11:00 a.m. (Classes suspended from 10:00 a.m. – 1:00 p.m.)</td>
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<tr>
<td>November 12, Monday</td>
<td>VETERAN'S DAY OBSERVED Freshman and sophomore students only Junior and senior medical students must report for their rotations</td>
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<tr>
<td>November 14, Wednesday</td>
<td>Last day for change of senior electives for Spring Semester</td>
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<tr>
<td>November 22, Thursday-</td>
<td>Thanksgiving recess</td>
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<tr>
<td>November 26, Sunday</td>
<td>Freshman and sophomore students only</td>
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<td>Junior and senior students are off only on Thursday November 22</td>
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<tr>
<td>November 26, Monday-</td>
<td>Spring semester registration for freshman and sophomore students</td>
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<tr>
<td>November 30, Friday</td>
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<tr>
<td>November 26, Monday</td>
<td>Instruction resumes for first and second year students</td>
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<tr>
<td>December 3, Monday</td>
<td>End of first semester for freshman medical students</td>
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<tr>
<td>December 3, Monday-</td>
<td>Spring semester registration for senior students</td>
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<tr>
<td>December 7, Friday</td>
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<tr>
<td>December 4, Tuesday</td>
<td>Begin second semester for freshman medical students</td>
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<tr>
<td>December 5, Wednesday</td>
<td>Last day for school to receive passing score/grade for USMLE Step 2 CK and CS for December 2018 graduates</td>
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<tr>
<td>December 12, Wednesday</td>
<td>End of first semester for sophomore medical students</td>
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<tr>
<td>December 13, Thursday –</td>
<td>Winter Break sophomore medical students</td>
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<tr>
<td>January 1, 2019, Tuesday</td>
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<tr>
<td>December 15, Saturday –</td>
<td>Winter Break freshmen medical students</td>
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<tr>
<td>January 1, 2019, Tuesday</td>
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<tr>
<td>December 15, Saturday</td>
<td>Official date for December 2018 graduates</td>
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<tr>
<td>December 16, Sunday</td>
<td>End of semester for junior and senior medical students</td>
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<tr>
<td>December 17, Monday –</td>
<td>Winter Break for junior and senior medical students</td>
</tr>
<tr>
<td>January 1, 2019, Tuesday</td>
<td>College of Medicine administrative offices closed</td>
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SECOND SEMESTER 2019

January 2, 2019  Wednesday
Instructions resume for junior and senior medical students

January 2, Wednesday-
January 3, Thursday
Reexaminations for freshman and sophomore students

January 2, Wednesday
Instructions continues for all students for spring semester

January 6, Sunday
Deadline for 100% refund of tuition/fees

January 7, Monday
Orientation for USMLE Step 1 for sophomore medical students
Room B-14 1:30 p.m. (MANDATORY)

January 16, Wednesday
Orientation for senior year rotations for junior medical students
(Class of 2020) – 3:00-5:00 p.m. Room 3019 (MANDATORY)

January 21, Monday
Martin Luther King, Jr. Birthday Observed (All students off)

February 15, Friday
Deadline for 50% refund in tuition/fees

February 18, Monday
Presidents’ Day – Legal Holiday
Freshman and sophomore students only
Junior and senior medical students must report for their rotations

February 20, Wednesday
Last day for school to receive passing score/grade for USMLE Step 2 CK and CS for participation in the NRMP

February 25, Monday-
March 1, Friday
Registration for junior students for summer session

March 1, Friday
Charter Day Convocation – Cramton Auditorium
11:00 a.m. (Classes suspended 10:00 a.m. -1:00 p.m.)

March 7, Thursday –
March 10, Sunday
SPRING RECESS
Freshman and sophomore students only
Junior and Senior medical students must report for their rotations

March 8, Friday
Deadline for 25% refund of tuition/fees (Last day for refunds)

March 8, Friday
Debt Management Workshop for senior medical students,
11:30 a.m. to 4:00 p.m., Room 3019, Numa P. G. Adams Building
(MANDATORY)

March 11, Monday
Classes resume for freshman and sophomore students
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<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>March 11, Monday – March 15, Friday</td>
<td>MATCH Week</td>
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<tr>
<td>March 14, Thursday</td>
<td>Gold Humanism Awards Program, 5:00-8:00 p.m. Lobby 1008 Numa P.G. Adams Building</td>
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<tr>
<td>March 15, Friday</td>
<td>MATCH DAY/ Long White Coat Ceremony, 10:00 a.m.-1:30 p.m., Cramton Auditorium</td>
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<tr>
<td>March 19, Tuesday</td>
<td>Overview for USMLE Step 2 CS for junior medical students 3:00-4:00 p.m. Room 3019</td>
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<tr>
<td>March 29, Friday</td>
<td>Draft of senior rotations schedule due for class of 2020</td>
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<tr>
<td>March 29, Friday</td>
<td>Orientation for Graduation – May, June, and December 2019 graduating students 2:00 p.m. to 3:30 p.m., Room 3019, Numa P.G. Adams Building (MANDATORY)</td>
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<tr>
<td>April 5, Friday</td>
<td>Last day to complete total withdrawal from the University</td>
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<td>April 8, Monday – April 25, Thursday</td>
<td>Clinical skills assessment for junior medical students</td>
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<tr>
<td>April 17, Wednesday</td>
<td>Last day for school to receive passing score/grade for USMLE Step 2 CK and CS for May 11, 2019 graduates</td>
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<tr>
<td>April 19, Friday</td>
<td>NBME Comprehensive Basic Science exam (CBSE) Sophomore medical students. Last day of school for Sophomores following CBSE.</td>
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<tr>
<td>April 26, Friday</td>
<td>Final grades due for senior medical students</td>
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<tr>
<td>April 21, Saturday – June 2, Sunday</td>
<td>USMLE Step 1 Study Period; sophomore medical students</td>
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<tr>
<td>April 29, Monday</td>
<td>End of semester for freshman medical students after exams</td>
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<tr>
<td>May 8, Wednesday</td>
<td>Alpha Omega Alpha Honor Medical Society Annual Lecture, Induction Ceremony and Banquet</td>
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<tr>
<td>May 10, Friday</td>
<td>HONORS AND OATH DAY – May 2019 Graduates Cramton Auditorium - 9:30 a.m.</td>
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<tr>
<td>May 11, Saturday</td>
<td>COMMENCEMENT EXERCISES – May 2019 graduates Upper Quadrangle – Main Campus, 10:00 a.m.</td>
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<tr>
<td>May 20, Monday – June 28, Friday</td>
<td>Preliminary Academic Reinforcement Program (PARP) B14 Mudd</td>
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<tr>
<td>May 15, Wednesday-May 17, Friday</td>
<td>Registration for <strong>freshman</strong> and <strong>sophomore</strong> students for SDSP</td>
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<tr>
<td>May 27, Monday</td>
<td>MEMORIAL DAY OBSERVED – LEGAL HOLIDAY</td>
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<tr>
<td>May 20, Monday – June 28, Friday</td>
<td>Summer directed study program (SDSP) for <strong>freshman</strong> medical students</td>
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<tr>
<td>May 28, Tuesday – July 5, Friday</td>
<td>SDSP for <strong>sophomore</strong> medical students</td>
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<tr>
<td>May 31, Friday</td>
<td>Last day to submit senior schedule (E*value) (Senior students 2019 - 2020)</td>
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<tr>
<td>June 5, Wednesday</td>
<td>Last day for school to receive passing score/grade for USMLE Step 2 CK and CS for <strong>June 2019 graduates</strong></td>
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<tr>
<td>June 15, Saturday</td>
<td>Graduation date for summer <strong>June 2019 degree recipients</strong></td>
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<tr>
<td>June 17, Monday - June 21, Friday</td>
<td>Clinical skills enhancement for <strong>junior</strong> medical students</td>
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<tr>
<td>June 21, Friday</td>
<td>Last day to submit application for international electives (Senior Students 2019-2020)</td>
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<tr>
<td>July 4, Thursday</td>
<td>INDEPENDENCE DAY OBSERVED – LEGAL HOLIDAY</td>
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<tr>
<td>July 10, Wednesday</td>
<td>Last day for HUCM to receive passing scores for USMLE Step 1 for students to begin <strong>third year</strong> rotations in July 2019</td>
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<tr>
<td>July 15, Monday</td>
<td><strong>Orientation for rising sophomores and rising juniors</strong> (Mandatory)</td>
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<tr>
<td>July 16, Tuesday</td>
<td>End of semester and year for <strong>junior</strong> medical students</td>
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<tr>
<td>July 17, Wednesday</td>
<td><strong>START OF 2019 - 2020 ACADEMIC YEAR</strong></td>
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Students, faculty and staff are encouraged to periodically visit the following web sites:

- [http://www.aamc.org](http://www.aamc.org)
- [http://www.lcme.org](http://www.lcme.org)
- [http://www.nbme.org](http://www.nbme.org)
- [http://www.nrmp.org](http://www.nrmp.org)