



General Matriculation

Rules and Guidelines

1. All students are required to have two years of foreign language study prior to graduation from FAMU. Two years of foreign language study is defined as two years in high school or eight to ten semester hours in one foreign language or American Sign Language. Transfer students are exempt from the foreign language requirement if they hold an AA or BS degree.
2. Students should be aware that the University Forgiveness Policy does not negate the counting of a professional course as a failure if a “D” or “F” is received even though the grade points are not used in the GPA calculation.
3. The faculty of the College of Pharmacy reserves the right to revise the curriculum at any time to assure that students acquire the most current and relevant training possible. If curricular changes become necessary, every effort will be made to apprise students of the changes and how it impacts their course of study. However, assurance of well-prepared graduates will prevail as the primary concern.
4. All students must successfully complete the College's required **Interprofessional Education (IPE), co-curricular learning, and community service requirements**. The community service requirement consists of 200 approved hours as described in the Community Outreach and Service Learning Program section of this PharmD Student Handbook. IPE, co-curricular learning, and community service are distinct educational requirements, although an approved activity may contribute to more than one requirement when specifically designated by the College. Students who fail to satisfy all applicable requirements will not be certified for graduation.
5. Students are expected to enroll in and complete courses in sequence, adhering at each point to all prerequisites. It is essential, then, that students keep up with the progression of their course of study to stay in proper sequence to complete requirements on schedule. No student is allowed to take courses out of sequence or without completing prerequisites; students are not permitted to enroll in an advanced level of sequential courses without having completed the lower-level course(s). (i.e. All P1 courses must be completed before any P2 courses are attempted). Students must also satisfy all applicable experiential education progression requirements, including successful completion of required Introductory Pharmacy Practice Experience (IPPE) hours and educational outcomes before beginning Advanced Pharmacy Practice Experiences (APPEs). See the IPPE section of this PharmD Student Handbook.
6. Student attendance in classes is compulsory, NOT optional. A student accumulating more unexcused absences from a class than the class carries semester credit hours may be dropped from the class and receive an “F” grade in the course. A maximum of five (5) minutes grace period may be allowed, at the discretion of the instructor, before the absence is received at the beginning of the class period.
7. All pharmacy courses require a “C” grade or better in order for it to be successfully passed. A minimum average score of 70 percent is required for passing all pharmacy courses.
8. A student may be dismissed from the College, after due process, by reason of conduct unbecoming of a professional student.

9. GuidelinesThe College will graduate only those students ready to accept morally, ethically, and professionally, the practice ofpharmacy. The College reserves the right to withhold recommendations for graduation of any student who does notconform to these standards of readiness.
10. Students will not be allowed to satisfy the requirement of a non-elective course through the completion of the DirectedIndividual Study (DIS)—PHA 4905. All professional courses must be taken at FAMU College of Pharmacy. Retroactive or term withdrawals - students should know that the receipt of retroactive and/or term withdrawals will notautomatically guarantee reconsideration or readmission to the pharmacy program. Students are expected to seek guidance and assistance, as life events occur, so that appropriate measures can be considered in a timely manner. Students must expect adverse consequences if they choose not to seek assistance and/or guidance through the Collegeof Pharmacy, Office of Student Affairs. Students are allowed to apply a retroactive and/or term withdrawal to the outcome of academic policies once during their matriculation in the Professional Program. More than one (1) retroactive and/or term withdrawals application will NOT reverse any academic sanction levied by the Admissions and Academic Standards Committee (AASC).
11. The APPE and IPPE phasesof the curriculum may be conducted at Instructional Sites other than the main campus located in Tallahassee, Florida.Students may be required to relocate to their assigned APPE and IPPE site (Davie, Jacksonville, Orlando, Tampa or Crestview/Pensacola area) at their expense to complete the APPE and IPPE phases of the program. Students are responsible for relocation to their assigned training site, transportation, housing and other living expenses during this training period.
12. The Instructional Sites are assigned by the College, allowing students to select potential APPE and IPPE sites is extended as a courtesy and NOT an obligation. Due to limited space, if students are allowed to select APPE/IPPE sitesthere is NO guarantee that they will be assigned to the experiential site of their choice. Providing documentation doesNOT guarantee that you will be assigned to the experiential sites of your choice.
13. All students must take the NAPLEX-style Comprehensive Examination and score 70 percent or better prior tograduation.
14. Any request for disability accommodations must be handled through the university Center for Disability Access andResources (CeDAR), 1735 Wahnish Way, Suite 102, Tallahassee, FL 32307 ~ Office Phone 850-599-3180.
15. Requirements for matriculation are the same for all students regardless of the instructional site. Each student must takeexaminations at the site where they have been assigned (any exceptions must be approved by appropriate Division Chairs).