



## *Operating Policy and Procedure*

**SOM OP:** 70.07, **Response to Findings on Required Criminal Background Checks Prior to Admission**

**PURPOSE:** The purpose of this School of Medicine (SOM) Policy and Procedure is to outline the process for the SOM Office for Admissions in response to findings on the required Criminal Background Check prior to matriculation.

**REVIEW:** This SOM Policy and Procedure shall be reviewed within each fiscal year by the Office of Admissions. Revisions will be forwarded to the Office of the Dean for approval and publication.

**POLICY/PROCEDURE:**

**1.**

findings of deferred adjudication, arrest, State Dean for Admissions and compared to the student's application in response to the question: "Have you ever been convicted of a crime, regardless of outcome?" The student with CBC findings to discuss findings and

The Senior Associate Dean for Academic Affairs will discuss details and circumstances for each student with the Dean for Admissions in each case.

From the student application, the phone consult by the Dean for Admissions, Academic Affairs, and the Admissions Committee for discussion. A vote is then taken on the offer, deferred acceptance pending specific conditions. The Admissions Committee is the final decision.

phone and email regarding actions taken by the

Student is offered acceptance with stipulations or conditions. If the student is required to sign an agreement to accept, it must be submitted to the Office of Admissions. The Office of Admissions will monitor the student to assure completion of the requirements. Any requirements that begin after matriculation will be monitored by