



STUDENT NAME: _____

REGIONAL CAMPUS: _____

Students are required to sit for **USMLE Step 2 no later than August 31 and Step 1 no later October 31st of their M4 year.** This deadline has been established to allow for successful completion of these graduation requirements before certification for the Match. Delaying either Step 1 and/or Step 2 may jeopardize completion of the graduation requirements, it may result in a student needing to take a leave of absence and may have implications for residency opportunities. Delaying Step 1 and/or Step 2 may also have Financial Aid implications.

The Student Academic Success team will review requests for extenuating circumstances and provide a final determination of approval. Request must be submitted two weeks prior to the deadlines outlined above.

I am requesting a delay in taking:

_____ USMLE Step 1 Exam

_____ USMLE Step 2 Exam

for the following reasons (include your last few practice tests with dates and scores); please attach additional documentation if necessary:

I developed a study plan with a CLE representative, and it is described below. It includes the date I am taking USMLE Step 1 and/or USMLE Step 2 exam (Please attach additional documentation if necessary):

CLE Representative

Date

Regional Associate Dean

Date

Vice Provost Student Affairs Representative

Date

Financial Aid Office Representative

Date

I understand the implications and conditions for the approval of my request to delay taking the USMLE Step 1 and/or USMLE Step 2 exam and agree to comply with all the terms set forth above.

Student Signature

Date

Final approval Associate Dean Medical Student Education

Date

SES notified by ADMSE _____ Registrar notified by ADMSE _____ Bursar notified by ADMSE _____

GCSOM Policies:

Satisfactory Academic Progress

[Policy Manager: Document Viewer \(policymedical.net\)](#)

Financial Aid on Satisfactory Academic Progress

[Policy Manager: Document Viewer \(policymedical.net\)](#)