



Phase 1 Examination Regrading Policy

Section: 4

Policy number: 4.4

Responsible Office: Student Affairs and Admissions

Issued: 07.29.16

Latest Review: 06.29.2026

POLICY STATEMENT

In Phase 1 of the medical curriculum, students who have received a score consistent with an “Unsatisfactory” grade on their Overall Medical Sciences Grade and meet the criteria for case examination rescoring will automatically have their case exam-rescored prior to the release of their final Unit grade. Similarly, students who receive a score consistent with an “Unsatisfactory” grade on their Doctoring Skills Assessment will automatically have the video of their assessment reviewed and rescored prior to the release of their final Unit grade.

REASON for POLICY

Case exams are written assessments based on patient case scenarios similar to, but not necessarily the same as, what students practice in patient centered learning (PCL). These exams are graded by multiple content experts based on provided model answers. Each grader will grade all students in one or more of the required tasks to ensure consistency across the class. Although case exam graders are highly consistent, there are occasional interpretation differences in the grading of case tasks. Therefore, students who are very close to passing the Unit may qualify to have their case exam regraded. Similarly, doctoring skills assessments may also qualify for regrading by an independent content expert based on a re-review of the video recording of the students’ performance. Occasionally, a student may perform required physical exam tasks that are missed by a grader. Both procedures are in place to ensure being as fair as possible to the student.

SCOPE of POLICY

This policy applies to:

√Deans, Directors, and Department Heads

√Faculty

√Managers and supervisors

√Staff

√Students

Others:

WEB SITE REFERENCES

Policy Office:

<https://med.und.edu/about/policies/index.html>

Responsible Office:

<https://med.und.edu/admissions/index.html>

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DEFINITIONS	
Case Exam	The assessments taken during mid-unit and end-unit in Units 1-8A in Phase 1 of the medical curriculum contain a case exam composed of one or more clinical vignettes from which multiple essay-style questions or tasks are derived. These are constructed response questions students must answer in order of appearance on the exam. Each task or question is assigned to a content expert grader who will grade all students in the class on that task or question.
Doctoring Skills Assessment	The assessment taken during Units 1-6 and Unit 8A in Phase 1 of the medical curriculum in which students must display mastery of doctoring skills taught during the Unit or taught across multiple Units.
Medical Science assessment components	The medical sciences grade is a combined percentage score from a multiple-choice question exam that includes questions from laboratory sessions (gross anatomy, histology, microbiology, pathology), a case exam based on clinical vignettes, and a national board of medical examiners customized assessment service exam. The mid- and end-Unit medical sciences grades will be averaged to determine the overall medical sciences grade.

RELATED INFORMATION	
Student Grievance Policy	Student Policies University of North Dakota https://med.und.edu/about/policies/files/docs/3.9-student-grievance-appeal-oct-2025.pdf

CONTACTS

General questions about this policy can be answered by your department's administrative office.

Specific questions should be directed to the following:

Subject	Contact	Telephone/FAX	Office/Dept
Policy clarification	Student Affairs and Admissions	777.4221/777.4942	saa@UND.edu
Policy format	Dean's Office	777.2514/777.3527	smhsdean@und.edu

PROCEDURES

There are multiple exam components that go into calculating the mid-and end-Unit medical sciences grade: a multiple-choice question exam that includes questions from sessions, lectures, laboratories, etc., a national board of medical examiners customized assessment service exam, and a case-based written exam. The mid-and end-Unit medical sciences grades are averaged to obtain the overall medical sciences. In the event of student having an overall medical sciences Unit grade that is below 74.45%, a student's assessment performance will be evaluated for qualification for case exam re-grading. Qualifying for case exam regrading is based on meeting the following criteria: (1) overall medical sciences Unit grade is below 74.45% and above 73.0%; (2) one of more case exam grades is <80%. If these criteria are not met, then the case exam will not be re-graded. If these criteria are met, the qualifying case exam(s) will automatically be distributed to a second group of independent content experts to re-grade the case exam. After case exam regrading, the higher of the case exam score, the original or re-graded score, will be used to calculate the final overall medical sciences grade. The purpose of this process is to be as fair as possible to the student by having the scoring independently reviewed by expert faculty members in a closed environment, using a model answer.

The doctoring skills examinations-are captured digitally on video. In the event of a score below 79.45%, the video is automatically reviewed and rescored by another expert faculty member prior to reporting the score to the student. Should the review and re-score also result in a failing score, the original failing score is recorded as the official score. Should the review and re-score result in a passing score, a third review and re-score is necessary to confirm and finalize a score. If the third review and re-score results in a passing score, the result of the second rescore is recorded as the official score; if the third review and re-score results in a failing score, the original failing score is recorded as the official score. The purpose of this process is to be as fair as possible to the student by having the scoring reviewed by an expert faculty member in a closed environment, using the scoring checklist and access to the video (stop/rewind).

Only students who have received an unsatisfactory unit grade are eligible case exam and/or doctoring skills assessment regrading.

The student will be informed that their final Unit grade is pending regarding through a comment included in the gradebook in the learning management system.

After regrading is completed, the student will be informed that their final Unit grade, along with the final case exam grade and/or doctoring skills grade, is posted in the gradebook in the learning management system.

Academic Grievance

- A) Students desiring to seek redress where they contend program policy has not been followed with respect to academic matters, such as assessment or grading, will be directed to the School of Medicine and Health Sciences [Student Academic Grievance and Appeal Policy 3.9](#) .

RESPONSIBILITIES

Assistant Dean for Assessment, Evaluation and Quality Improvement	<p>Oversees medical sciences assessment of students.</p> <p>Seeks necessary assistance from expert faculty members for independent regrading of case exams.</p> <p>Reports outcomes of regrading to students.</p>
Director of Simulation Center	<p>Oversees doctoring skills assessment of students.</p> <p>Seeks necessary assistance from expert faculty members for independent review and regrading of the doctoring skills assessment video.</p> <p>Reports outcomes of doctoring skills grades to the Assistant Dean for Assessment, Evaluation and Quality Improvement.</p>

FORMS	
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REVISION RECORD

06.28.17 – Minor Edits

02.10.21 – Edit to include Phases and replace “appeal” with “challenge”

05.09.22 – No changes to policy or procedure—multiple edits for clarity of policy, procedures, and processes

06.10.24 – Changed to Phase 1 Examination Regrading policy

06.29.26 – Updated procedures for case exam regrading. Updated links, definitions, and responsibilities.