

AE 002 - LCME 8.8 Pre-Clerkship Academic Workload Policy

Policy Type: Academic
Responsible Office: Academic Affairs & Education
Responsible for Oversight: Curriculum Oversight Committee (COC)
COC Approval: March 12, 2025

Originally Issued: July 8, 2020
Version # Effective Date: V2 July 1, 2025
Training Required: No
LCME Required: Yes

Approved by:



Alison Netski, MD, Interim Dean

Date: May 16, 2025

Definitions

Academic Workload (Work Hours): refer to the total number of hours medical students are required to spend in educational activities throughout the curriculum. Academic workload includes contact hours and required outside work hours.

Contact Hours: refer to the total amount of time students spend in direct interaction with instructors, faculty, or preceptors during structured educational activities. These activities can include lectures, seminars, laboratory sessions, clinical skills training, small-group discussions, and supervised clinical or hands-on practice.

Required Outside Work (ROW) Hours: refer to the estimated amount of time students are expected to spend on academic tasks outside of formal instructional or contact hours. This includes activities such as reading and reviewing assigned materials, and completing assignments, projects, or case studies. These hours are intended to complement the structured curriculum and help students achieve the learning objectives of the program. These hours do not include time students spend independently studying or reviewing for class, research, community service, or other activities not required by the curriculum.

Phase 1: refers to the first two (2) years of medical school, when students learn foundational sciences essential to the practice of medicine.

Statement of Purpose

This policy is intended to ensure compliance with LCME Standard 8.8: The medical school faculty committee responsible for the medical curriculum and the program's administration and leadership ensure the development and implementation of effective policies and procedures regarding the amount of time medical students spend in required activities, including the total number of hours medical students are required to spend in clinical and educational activities throughout the curriculum.

Entities Affected by This Policy

This policy applies to Phase 1: Foundations faculty and all Kirk Kerkorian School of Medicine ("SOM") medical students.

Required Acknowledgement

This policy is posted in all required Phase 1: Foundations course syllabi and the Student Handbook.

Policy

In Phase 1, academic workload is defined as contact hours plus ROW hours. In accordance with LCME Standard 8.8, the academic workload in the Phase I (pre-clerkship) curriculum will not exceed seventy-two (72) hours/week, averaged over four (4) weeks. Seventy-two (72) hours includes twenty-four (24) hours of contact time and forty-eight (48) hours of ROW time.

The Curriculum Oversight Committee (“COC”) monitors compliance through the annual review and approval of course schedules, course syllabi and end-of-course student feedback.

Review of Policy

This policy is reviewed by the COC every three (3) years per the previous date of approval.

Related Documents

Phase 1: Foundations course syllabi
Student Handbook

Contacts

Academic Affairs & Education
somcurriculum@medicine.unlv.edu