• Any absence from the program of greater than 30 days in duration will require the student to undergo testing, both written and practical, prior to resuming his/her studies.
  
o Prior to resuming:
  
  ▪ The student must pass a practical exam which consists of a comprehensive screening physical exam.

  ▪ The student will also need to complete a written exam, commensurate with their progress in the program, scoring a 75% or better

  ▪ Similarly, the student must successfully complete a pharmacology exam scoring a 75% or better.

  
o Should the student fail any of these requirements one retake will be allowed. If the student fails the retake, faculty discretion will determine whether the student is dismissed from the program or may be allowed to complete a remediation.

**Outside Employment Policy**

• The two year PA program is concentrated and intense. The program discourages students from employment during either the didactic year or clinical year.

• One part time graduate assistant is employed by the University at each campus location to assist with the technical needs of speakers in the classroom and to facilitate security of classroom equipment as well as assist faculty with other instructional needs that may arise.

• Students are not required to perform clerical or administrative work for the program.

• During clinical experiences students are not to substitute for regular clinical or administrative staff.

• Students who choose to be employed during the program must be aware that:
  
o Your job must never get in the way of your studies. Employment will never be considered as a valid excuse for those who have trouble coming to class, attending any PA Program required functions, studying, taking tests, or poor academic performance.

  o The PA Program’s lecture schedule and testing schedule can change without advance notification and students must stay flexible for changes. Employment will not be considered a valid excuse for failure to comply with program schedules in these areas.