



2021-2022 CATALOG



MERCER
UNIVERSITY

SCHOOL OF MEDICINE

MACON | SAVANNAH | COLUMBUS | ATLANTA

medicine.mercer.edu



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- **Campus Security:** Jeanne Clery Disclosure for Campus Security, campus crime statistics, Campus Sex Crime Prevention Act, and fire safety
- Campus Emergency Procedures
- Drug and Alcohol Policies
- Financial Assistance and Cost of Attendance Information
- **Health and Safety Information:** immunization and missing person's information
- **Institutional Information:** accreditation, characteristics of students, degree programs, degree program improvement plans, disability support services, FERPA information, retention and graduation rates, peer-to-peer file sharing, post-graduate employment information, readmission of veterans, transfer of credit, withdrawal procedures, voter registration, and satisfactory progress standards.

Paper copies of these reports are available upon request. Please contact the Office of Institutional Effectiveness by mailing inquiries to:

Office of Institutional Effectiveness
Mercer University
1501 Mercer University Drive
Macon, GA 31207

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Graduate Programs

Mercer University School of Medicine reserves the right to make changes to this calendar.

FALL SEMESTER 2021

Registration	August 20
First Day of Classes	August 23
Last Day of Drop/Add	August 30
Labor Day	September 6
Last Day for Course Withdrawal	October 27
Thanksgiving Holiday	November 24-26
Finals	December 6-10
Last Day of Classes	December 10

SPRING SEMESTER 2022

Registration	January 7
First Day of Classes	January 10
MLK Jr. Holiday	January 17
Last Day of Drop/Add	January 18
Application for Spring/Summer Graduation Due	January 28
Last Day for Course Withdrawal	March 16
Good Friday	April 15
Finals	April 25-29
Last Day of Classes	April 29
Commencement	May 7

SUMMER SEMESTER 2022

Registration	May 6
First Day of Classes	May 9
Last Day of Drop/Add	May 16
Memorial Day	May 30
Last Day for Course Withdrawal	June 24
Independence Day Holiday	July 4
Finals	July 25-29
Last Day of Classes	July 29



MD Program

Below are calendars for academic year 2021-2022.

MD YEAR I - CLASS OF 2025

Fall Semester 2021	
Orientation	August 9-13
Block 1* & EMR	August 16-December 17
Christmas Break	December 18, 2021-Jan 2, 2022
PoH I	January 3-21, 2022
Spring Semester 2022	
Block 2* / IPE	January 24-June 3

MD YEAR II - CLASS OF 2024

Fall Semester 2021	
Block 3* / IPE	August 9-December 17
Thanksgiving Break	November 24-28
Christmas Break	December 18, 2021-Jan 2, 2022
Spring Semester 2022	
Block 4*	January 3-May 6
Step 1 Study Break	May 7-June 19
Summer Semester 2022	
PoH II	June 20-July 22
Session I	June 20-July 8
Session II	June 27-July 15
Session III	July 5-22

MD YEAR III - CLASS OF 2023

Fall Semester 2021	
Clerkships**	July 26-December 17
Christmas Break	December 18, 2021-Jan 2, 2022
Spring Semester 2022	
Clerkships**	January 3-May 27
Summer Semester 2022	
2 wk MPRA/4 wk Patient	May 31-July 8



MD YEAR IV - CLASS OF 2022

Fall Semester 2021	
CPEX, Electives, Rotations, Selectives	July 19-December 10
Spring Semester 2022	
Electives, Rotations, Selectives, Capstone	December 13, 2021-May 6, 2022
Commencement	May 7, 2022

Holidays: Labor Day, Thanksgiving/Day After, Christmas Eve, Christmas Day, New Year's Day, Martin Luther King Day, Good Friday, Memorial Day, Independence Day

Legends: *Includes MPRA and PHMR

**Students enrolled in Healthcare Systems Course in either fall or spring

PC-ACT Program

Below are calendars for academic year 2021-2022.

MD YEAR II - CLASS OF 2023

Fall Int Semester 2021	
ACT I	June 21-July 30
Break	July 31-August 8
Fall Semester 2021	
Block 3* / IPE / Long IA	August 9-December 17
Christmas Break	December 18, 2021-Jan 2, 2022
Spring Semester 2022	
Block 4* / Long IB	January 3-May 6
Step 1 Study Break	May 7-June 12

MD YEAR III - CLASS OF 2022

Fall Int Semester 2021	
ACT II	June 21-July 23
Fall Semester 2021	
Clerkships, Electives, Long 2A	July 26-December 17
Christmas Break	December 18, 2021-Jan 2, 2022
Spring Semester 2022	
Clerkships, Electives, Long 2B	January 3-May 6
Summer Semester 2022	
Clerkships, Electives	May 9-June 3



Holiday Schedule

Mercer University School of Medicine (MUSM) students are excused from all scheduled activities during MUSM holidays. The holiday period is defined as the 36-hour period beginning at 6:00 p.m. the day before the MUSM holiday and ending at 6:00 a.m. on the morning following the holiday.

Year IV students in the MD program will be required to participate in academic activities during the Christmas break according to the schedule that the student has selected but will not be expected to report to rotations on Christmas Eve, Christmas Day or other holidays.



Mercer University is one of America's oldest and most distinctive institutions of higher learning, offering rigorous programs that span the undergraduate liberal arts to doctoral-level degrees. Founded by early 19th century Baptists, Mercer — while no longer formally denominationally affiliated — remains committed to an educational environment that embraces the historic Baptist principles of intellectual and religious freedom.

With more than 8,750 students enrolled in 12 schools and colleges on campuses in Macon, Atlanta and Savannah; three medical school sites in Macon, Savannah and Columbus; and at two Regional Academic Centers, Mercer is ranked among the top tier of national research universities by U.S. News & World Report. Our more than 82,000 alumni are making important contributions to their professions and communities throughout Georgia, the Southeast and the world.

While offering a breadth of programs found at much larger universities, Mercer maintains an intimate, student-focused culture more characteristic of smaller liberal arts colleges. Mercer's uniqueness is found in the way the University integrates five defining components of its mission: Liberal Learning, Professional Knowledge, Discovery, Service to Humankind and Community.

University Mission Statement

Mercer University's mission is to teach, to learn, to create, to discover, to inspire, to empower and to serve. In fulfilling this mission, the University supports undergraduate, graduate and professional learning as well as basic research and its application in service to others. As a university committed to excellence and innovation, Mercer challenges members of its community to meet and exceed high standards in their teaching, learning, research, scholarship and service.

Mercer is an independent university that remains grounded in a tradition that embraces freedom of the mind and spirit, cherishes the equal worth of every individual, and commits to serving the needs of humankind. As a reflection of this heritage:

- We encourage our students to discover and develop fully their unique combination of gifts and talents to become leaders who make a positive difference in the world.
- We seek to inspire members of our community to live virtuous and meaningful lives by using their gifts and talents to serve the needs of humankind as an expression of their love for God and neighbor.
- We seek to enrich the mind and spirit by promoting and facilitating an open and rigorous search for truth and understanding, including an examination of the moral, religious and ethical questions of this and every age.
- We affirm and respect the dignity and sacred worth of every person and celebrate both our commonalities and our differences.

University Goals

- To offer undergraduate, graduate and professional programs based upon a strong liberal arts foundation
- To support a highly qualified faculty that is student- and teaching-oriented and is engaged in scholarly research and professional activities
- To foster independent and critical thinking and a continuing interest in learning
- To foster intellectual and spiritual freedom in an environment that encourages tolerance, compassion, understanding and responsibility



- To offer a variety of intellectual, cultural, recreational and spiritual activities designed to enlarge capacity for improved judgment and moral, ethical and spiritual growth
- To encourage the enrollment of qualified persons from diverse backgrounds and situations
- To contribute campus resources, in partnership with other institutions and agencies, to improve the educational, social and economic development of the community

University-Wide Assessment

Mercer University conducts a university-wide assessment program to measure student progress toward educational goals, to evaluate academic programs, to improve learning and teaching, and to evaluate institutional effectiveness. Students are active participants in a variety of campus-based assessment activities that focus on attitudes, satisfaction and academic achievement. It is through student participation in the assessment process that the University can better understand itself and better serve its constituents.

Mercer History

Mercer University was founded in 1833 in Penfield by Georgia Baptists. The school, under the leadership of Baptist minister and spiritual father Adiel Sherwood, was named for Jesse Mercer, a prominent Baptist leader and the first chair of the Mercer Board of Trustees.

Josiah Penfield gave the \$2,500 that prompted the Georgia Baptist Convention to begin plans to open a school. Many Georgia Baptists gave matching funds for Penfield's gift. The school opened under principal Billington Sanders.

Initially a male preparatory school named "Mercer Institute," the school at its founding consisted of a red clay farm and two hewed log cabins, valued at approximately \$1,935. Enrollment for the first term was 39 students. When the school opened, there were considerably fewer and others came over the first few weeks. Tuition was \$35 for the year. Board was provided at \$8 per month, and each student was required to supply his own bedding, candles and furniture.

From its humble beginnings in Penfield, Mercer today is a dynamic and comprehensive center of undergraduate, graduate and professional education. The University has more than 8,750 students; 12 schools and colleges – liberal arts, law, pharmacy, medicine, health professions, business, engineering, education, theology, music, nursing and professional advancement; campuses in Macon, Atlanta, Savannah and Columbus; two regional academic centers in the state; a university press; five teaching hospitals; an educational partnership with Warner Robins Air Logistics Complex; an engineering research center in Warner Robins; a performing arts center in Macon; and a NCAA Division I athletic program.

The institution's reputation for exceptional academics in an engaged learning environment continues to grow. In 2018 the University was reclassified as a doctoral university with high research activity (R2) and is ranked in the top tier of national universities by U.S. News & World Report and is a member of the Georgia Research Alliance. Mercer has also earned a Community Engagement classification by the Carnegie Foundation for the Advancement of Teaching and is one of only 286 institutions in the country to shelter a chapter of The Phi Beta Kappa Society.

**MERCER IN THE 19TH CENTURY**

1833

- Mercer Institute, the forerunner of Mercer University, is founded by Georgia Baptists in Penfield as a manual labor school for boys.

1838

- Mercer's first Board of Trustees is elected and Mercer Institute becomes Mercer University.

1839

- First college classes begin.
- Female Seminary is approved by the Mercer Board of Trustees.

1841

- First college class is graduated.

1843

- Principal college building at Penfield is destroyed by fire.

Early 1860s

- Mercer is one of the few colleges in the South and the only one in Georgia to remain open during the War Between the States.

1870

- During the April 1870 Georgia Baptist Convention (GBC), the decision is made to move Mercer away from Penfield. In August, the commission appointed by the GBC to find a new location, votes to approve Macon. In September, President David E. Butler tells Macon Mayor George S. Obear and the City Council that Macon has been chosen and "that the proposition on their part to pay you the sum of \$125,000 ... in bonds of the city of Macon, and a site to cost not over \$25,000 ... was accepted." On October 28, President H.H. Tucker reports that a six-acre site adjoining Tattnall Square has been selected. On November 2, Mayor Obear presents \$125,000 in bonds and the title deed to the land; a written contract has been entered into between the Trustees and the city. The end of the year marks the closing of the school at Penfield and the University's move.

1871

- Mercer relocates to Macon.

1873

- A law school is organized and classes begin in February 1874. The first classes are held in the courthouse and in law offices.

1874

- Construction of the Administration Building is completed at a cost of \$100,000.

1880

- The cornerstone of the new chapel building (current-day Willingham) is in place. The chapel is dedicated in 1881, debt-free.

**1892**

- Mercer plays the University of Georgia in Athens in the first college football game in the state of Georgia and one of the first in the Southeast. The game, scheduled for Thanksgiving Day 1891, is postponed until January 1892. Georgia triumphed, 50-0.
- In the fall, Mercer would record its first win in football, beating Georgia Tech, 12-6, in Macon, in the Yellow Jackets' first game ever.

MERCER IN THE 20TH CENTURY

1903

- Mercer opens the School of Pharmacy.

1918

- The School of Pharmacy closes.
- During World War I, the Mercer Board of Trustees authorized President Rufus W. Weaver to tender to the Secretary of the Navy and the Secretary of War the buildings and equipment of the University that they might be used effectively in service of the nation. The Student Army Training Corps is established at Mercer on October 1, 1918, and continues until the following spring. Following the war, Mercer discontinues systematic military training. Altogether, Mercer's war dead numbers 14.

1919

- Mrs. W. E. Jackson is the first woman to receive a degree from Mercer. Mrs. Jackson, who later becomes Mrs. Joseph Seth Weekly, is awarded the LL.B. degree.

1922

- WMAZ Radio, with call letters standing for "Watch Mercer Attain Zenith," goes on the air, located in the tower of the chapel building.

1927

- Mercer turns the fledgling radio station over to the Macon Junior Chamber of Commerce.

1939

- Macon Baptist Pastors Union requests an investigation of the character of teaching in some of Mercer's classrooms. After a 10-hour hearing held in Roberts Chapel on March 30, the Board of Trustees accepts the action of the special committee disposing of the charges.

1942

- Mercer sets apart the Law Building and Roberts Hall for use by the War Training Service during World War II.

1943

- The Navy V-12 School is established on July 1 and continues until October 1945. Mercer is one of nine institutions in the Southeast selected to give aviation instruction in the Navy War Training Service. During this period, 731 trainees receive basic aviation instruction in the Mercer V-12 program.

1949

- Mercer dedicates the restored Mercer Chapel at Penfield with Dr. Louie D. Newton as speaker.

**1957**

- Construction is completed on the George B. Connell Student Center.

1959

- The Southern School of Pharmacy in Atlanta merges with Mercer University.

1963

- Sam Jerry Oni of Ghana, Africa, becomes the first black student to enter Mercer. On April 18, Mercer Trustees vote to admit qualified students without regard to race, and Mercer becomes one of the few private colleges in the South to do this before being required by the 1964 Civil Rights Act.

1965

- Mercer dedicates the Eugene W. Stetson Memorial Library.

1967

- Mercer dedicates Knight Hall of Humanities.

1968

- The Hugh M. Willet Science Center is dedicated.

1972

- Mercer dedicates the new School of Pharmacy building in Atlanta. Atlanta Baptist College merges with Mercer University and becomes known as Mercer University in Atlanta. Today, it is known as the Cecil B. Day Graduate and Professional Campus.

1973

- The Law School's centennial is celebrated and Mercer graduate and U.S. Congressman Carl Vinson's 90th birthday is observed.

1976

- Mercer acquires the Insurance Company of North America building on Coleman Hill in Macon as the home of the School of Law under a gift-purchase agreement for \$1 million. The property is valued at more than \$4 million.

1978

- The former Tattnell Square Baptist Church on the Macon campus is rededicated as Newton Hall in honor of Dr. Louie D. Newton.
- Mercer acquires the Overlook Mansion on Coleman Hill, now known as the Woodruff House.

1979

- Mercer dedicates the Law School building with U.S. Attorney General and Mercer alumnus Griffin B. Bell on the program and Chief Justice Warren Burger as guest speaker.

1980

- Mercer dedicates the restored Administration Building.
- The inauguration for Mercer's 17th president, Raleigh Kirby Godsey, are held at Macon City Auditorium.
- Mercer dedicates the A.T. Davis Administration Building, College of Arts and Sciences, and the Sheffield Building, College of Arts and Sciences, in Atlanta.

**1981**

- Mercer dedicates the School of Medicine's Education Building in Macon.

1982

- Mercer University School of Medicine admits its charter class of students in the fall.

1983

- Mercer establishes the School of Business in Atlanta.
- Mercer dedicates the W.G. Lee Alumni House in Macon.
- Mercer dedicates the Monroe F. Swilley Jr. Library in Atlanta.
- The Plunkett-Sewell family commissions a Holtkamp pipe organ, specially designed for Newton Chapel. The 52-rank Tracker instrument is one of the largest organs of its kind on the eastern seaboard, establishing Mercer as a center for organ performance and teaching.

1984

- The School of Business is established in Macon.
- The School of Engineering is established in Macon.

1985

- The charter class of the School of Engineering begins its studies and construction on a new building for engineering is begun.

1986

- Tift College, a Georgia Baptist women's institution in Forsyth, merges with Mercer University.
- The new School of Engineering building opens for classes in the fall and dedicated in October.

1987

- University College, formerly the College of Continuing Education, is established, with educational centers located in Macon, Thomaston, Griffin, Eastman and Douglasville.
- Groundbreaking is held for a new 93,750-square-foot library building located on the main campus in Macon.
- The Mercer Engineering Research Center (MERC) is established as an extension of the School of Engineering. MERC provides a broad range of customer-oriented services to commercial and government clients.

1988

- The School of Law receives the largest gift in the University's history at that time — \$14 million from George W. Woodruff.

1989

- The University's Board of Trustees votes to discontinue undergraduate liberal arts education on the Atlanta campus. The mission of the Cecil B. Day Campus in Atlanta is changed to focus on graduate and professional education.

1991

- In April, the University breaks ground on a new education and research center for the School of Pharmacy on the Cecil B. Day Campus in Atlanta.

**1992**

- In July, the School of Pharmacy moves from downtown Atlanta to the 300-acre Cecil B. Day Campus in northeast Atlanta.

1994

- The Board of Trustees approves plans to establish a School of Education and a School of Theology.

1995

- In April, the University's Board of Trustees approves plans to locate the School of Theology on the Cecil B. Day Campus in Atlanta.
- On October 1, Mercer enters into a long-term lease with Bibb County for the management and administration of The Grand Opera House in downtown Macon.

1996

- Construction is completed on the new 32,000-square-foot School of Theology building on the Cecil B. Day Campus in Atlanta. The School's charter class of students is admitted in the fall.

1997

- The former Findlay House, located next to the W. G. Lee Alumni House on Coleman Avenue in Macon, is restored and dedicated in May as the Tift College Alumnae House.
- Construction is completed on a 26,557-square-foot academic facility for the Douglas County Regional Academic Center.
- Construction is completed on a new 52,155-square-foot facility for the Mercer Engineering Research Center in Warner Robins.
- The School of Medicine completes construction on a 10,000-square-foot expansion of its research wing.
- The former Stetson Library is rededicated in September as Stetson Hall and converted into office and classroom space for the School of Business and the School of Education.

1998

- On December 4, the University breaks ground on a 28,300-square-foot building for the Department of Music of the College of Liberal Arts and Sciences.

1999

- The McAfee School of Theology graduates its charter class in May.
- Mercer breaks ground for a Greek Village in Macon and student apartments in Macon and Atlanta.

MERCER IN THE 21ST CENTURY

2000

- During a ceremony on April 20, Mercer dedicates the Jack Tarver Memorial Library.
- In August, Mercer opens its new police station and seven new apartment buildings on the Macon campus and two new apartment buildings on the Cecil B. Day Campus in Atlanta.
- In September, Mercer dedicates the new 18-building Greek Village.
- Mercer and the Georgia Baptist Convention announce that the 98-year-old Georgia Baptist College of Nursing, located in downtown Atlanta, will merge with Mercer on January 1, 2001.

**2001**

- The School of Education is renamed the Tift College of Education of Mercer University at the April Board of Trustees meeting.

2002

- The new College of Nursing building on the Atlanta campus is dedicated during the College's centennial celebration.

2003

- Mercer opens the doors to its newest regional academic center in McDonough, providing opportunities for adult learners in Henry County and surrounding areas. The University's programs in Griffin and Covington are merged into the Henry County location.
- The University's 10th academic unit, the College of Continuing and Professional Studies, is established from the former Division of Extended Education.
- Mercer purchases the Georgia Baptist Center, which was previously owned by the Georgia Baptist Convention and is adjacent to the Atlanta campus. It becomes the Atlanta Administration and Conference Center.

2004

- The University plays its first basketball games in the new University Center Arena during Homecoming week, January 27-February 1. The remainder of the signature facility on the Macon campus opens March 15. The official dedication of the University Center and the Griffin B. Bell Board Room is held in April, following the Board of Trustees meeting.

2005

- The Townsend-McAfee Institute is established to offer graduate programs in church music that prepare musical artists for the ministry. The institute is a collaboration between the Department of Music in the College of Liberal Arts and Sciences in Macon and the School of Theology in Atlanta.

2006

- After 27 years as president, R. Kirby Godsey steps down from his leadership role to become chancellor, leaving office as the longest-serving president in University history. William D. Underwood, former interim president of Baylor University and noted legal scholar and teacher, becomes the University's 18th president on July 1.
- The Department of Music in the College of Liberal Arts and Sciences becomes the Townsend School of Music on July 1. Trustee Carolyn McAfee, widow of James T. McAfee Jr., former chairman of Mercer's Board of Trustees, and her son and daughter-in-law, Tom and Julie McAfee, provided the founding endowment.
- The Robert McDuffie Center for Strings is established on the Macon campus, offering conservatory-quality music training in a comprehensive university setting.
- The 103-year-old School of Pharmacy changes its name to the College of Pharmacy and Health Sciences on July 1. The name change reflects additional health science programs, including a new physician assistant program.
- The American Baptist Historical Society, with the largest and most diverse collection of Baptist historical materials and archives in the world, announces it will relocate to Mercer's Atlanta campus. The ABHS consolidated holdings from facilities in Valley Forge, PA., and Rochester, NY.



2007

- Three teams of students and faculty inaugurate the Mercer On Mission program over the summer in Kenya, Brazil and Guatemala. The program combines academic credit with service-learning opportunities.
- The School of Medicine, as it celebrates its 25th year, announces it will open a second, four-year doctor of medicine program in Savannah in fall 2008. The program will be based at Memorial University Medical Center, where Mercer has had a clinical relationship since 1996 to provide instruction for part of the school's third- and fourth-year medical students.
- The Mercer Athletic Foundation is established to raise funds for intercollegiate athletics.
- The University completes a new gateway entrance to the Macon campus on Mercer University Drive, near Interstate 75, and a new Hilton Garden Inn opens on that side of campus.
- The building housing the Douglas County Regional Academic Center is dedicated to longtime benefactors Fred and Aileen Borrish.
- The new Science and Engineering Building is dedicated. The University celebrates the School of Engineering's 22-year partnership with Warner Robins Air Force Base Logistics Center.

2008

- Thirty first-year medical students receive their white coats and begin their education as members of the inaugural class in Mercer's new four-year medical program in Savannah.

2009

- An announcement is made that a \$10 million mixed-use development on the Macon campus will feature loft-style apartments and retail space for the Mercer bookstore and other businesses that cater to the Mercer community and residents in the College Hill Corridor. Called "The Lofts at Mercer Village," the development is located on Montpelier Avenue and designed to create a vibrant streetscape, enhancing the retail development in Mercer Village.

2010

- The University's Board of Trustees on November 19 unanimously approves a plan to resume competition in football in the fall of 2013, after a 72-year absence.

2011

- Mercer's first outdoor commencement on the Cecil B. Day Campus in Atlanta is held on May 14. More than 6,000 guests witness the largest 2012 ceremony, held on the upper fields of the campus.
- With \$4.6 million in funding from the John S. and James L. Knight Foundation, Mercer announces establishment of the Center for Collaborative Journalism, a partnership between the University's Journalism and Media Studies Department, The (Macon) Telegraph and Georgia Public Broadcasting. A few months later the Peyton Anderson Foundation provides a \$1 million grant to name the Center's newsroom for the late Telegraph publisher and foundation founder Peyton Anderson.

2012

- Mercer joins 24 institutions across the country as a participant in the prestigious Stamps Scholars Program, funded by the Stamps Charitable Foundation Inc. Initially, five entering freshmen will be designated as Stamps Scholars and receive the full cost of attendance, plus a \$16,000 stipend over four years for enrichment activities, such as study abroad or undergraduate research. When the program is fully implemented, 10 members of each Mercer freshman class will be designated as Stamps Scholars.



- The Eula Mae and John Baugh Center for Baptist Leadership is established and endowed with a \$2.5 million grant from the Eula Mae and John Baugh Foundation.
- The University announces in February plans to partner with The Medical Center and St. Francis Hospital to establish a Columbus campus for third- and fourth-year students in the School of Medicine. Columbus joins Macon — where the School was established in 1982 to prepare physicians for rural and medically underserved areas of Georgia — and Savannah in hosting campuses for the medical school.
- A \$1 million gift from Macon cardiologist Dr. Chuck Hawkins and his wife, Kathy, to benefit the Mercer basketball program is recognized later that month as the arena housed within the University Center is renamed “Hawkins Arena.”
- The Board of Trustees authorizes establishment of the Mercer Health Sciences Center, a multi-campus academic health center encompassing the School of Medicine, College of Pharmacy and Georgia Baptist College of Nursing, as well as the creation in July 2013 of a new College of Health Professions.
- Phase II of the Lofts at Mercer Village opens. The first floor houses the Center for Collaborative Journalism, and student apartments occupy the top three floors.
- The University dedicates the Emily Parker Myers Admissions and Welcome Center at the corner of Winship Street and Montpelier Drive. The building is named in honor of Myers, who was one of the longest-serving administrators in University history, serving as senior vice president for university advancement and external affairs when she retired in 2008.
- The Board of Trustees, at its November meeting, gives the green light for construction to begin on Cruz Plaza, to transform the appearance of the central part of the Macon campus from the University Center to the Historic Quad and from the Greek Village past Tarver Library. Milton L. Cruz, his wife Aileen, father Juan L. Cruz Rosario and sister Zoraida Cruz Torres provide the lead gift. An official groundbreaking is held December 11, 2012.
- Former President Jimmy Carter joins the Mercer University Board of Trustees. Carter is believed to be the first former U.S. president in modern times to serve on a university governing board.

2013

- A \$425,000 grant from ArtPlace America was announced to support Mercer’s effort to revitalize the former Tattnell Square Presbyterian Church into the Tattnell Square Center for the Arts. The Center serves as a community theater and arts venue, as well as home to the University’s Theatre Department.
- The University announces the acceptance of an invitation to join the Southern Conference, affiliating Mercer Athletics with the nation’s fifth-oldest NCAA Division I athletic association.
- More than 12,000 fans overflow the Mercer Football Stadium on August 31 to watch the Bears field their first football team in more than 70 years. Mercer proceeds to break the NCAA record for most wins ever by a start-up program, sporting a 10-2 record and finishing unbeaten at home with an unblemished 8-0 campaign.
- The Lofts at Tattnell Square, the third loft-style student apartment building to be constructed under the College Hill Corridor master plan, opens to house the University’s growing undergraduate enrollment.
- Former U.S. Congressman, Ambassador to the United Nations and Atlanta Mayor Andrew Young kicks off Mercer’s yearlong commemoration of the 50th anniversary of the institution’s integration during a convocation in Willingham Auditorium.

2014

- The men’s basketball team turns the attention of the entire country — and beyond — to the University when the 14th-seeded Bears beat the third-seeded Duke Blue Devils 78-71 in the second round of the NCAA Tournament.



- The College of Continuing and Professional Studies, established in 2003 and whose roots date back to Tift College's merger with Mercer in the late 1980s, is renamed Penfield College of Mercer University.
- On the strength of its growing research profile, Mercer is admitted as a member of the Georgia Research Alliance, whose mission is to expand research and commercialization capacity in Georgia's universities to launch new companies, create high-value jobs and transform lives.
- Mercer breaks ground on an \$18 million expansion of School of Medicine (MUSM) facilities on its Savannah campus at Memorial University Medical Center. This endeavor includes renovation of the William and Iffath Hoskins Center for Biomedical Research as well as construction of an addition to the Hoskins Center to serve as a medical education and research facility for the University.
- President William D. Underwood uses the opening night of Homecoming weekend to announce a \$400 million capital campaign for the University. "Aspire, The Campaign for Mercer University, seeks to provide financial resources that will empower Mercer, already emerging among the Southeast's elite private research universities, to become an international leader in applying its intellectual capital to better serve the needs of humankind."

2015

- Mercer's two-year-old, 10,000-seat stadium, home of Mercer Bears football and lacrosse, is renamed Five Star Stadium in recognition of a multi-million-dollar commitment, the largest-ever for Mercer athletics and one of the largest in the University's history. The financial commitment came from Five Star Automotive Group, owned by Charlie Cantrell and Dick Pope.
- A large multi-million-dollar commitment from a Macon resident and devoted friend of the University establishes the Jo Phelps Fabian Center for Musical Excellence in School of Music. Fabian's commitment is the largest ever, along with the gift that founded the School of Music, to support the arts at Mercer.
- Mercer Theatre's first performance in the newly completed Tattnell Square Center for the Arts features William Shakespeare's "The Tempest."
- Mercer student and reigning Miss Georgia Betty Cantrell is crowned Miss America in Atlantic City, N.J.
- The nation's most prestigious academic honor society — Phi Beta Kappa — approves the granting of a chapter to Mercer during the organization's 44th Triennial Council in Denver. Mercer becomes just the third Georgia research university — joining Emory and the University of Georgia — to shelter a chapter.

2016

- The Lofts at Mercer Landing student housing opens on Mercer University Drive in Macon, across from the main entrance to Mercer and linked to campus by a new pedestrian bridge. The building features one-, two-, three- and four-bedroom, fully furnished apartments, as well as offices for Mercer's alumni, advancement, marketing communications and human resources departments.

2017

- The School of Medicine recognizes the first 25 students to receive inaugural Physicians for Rural Georgia Scholarships, which cover 85 to 100 percent of tuition for up to four years in the Doctor of Medicine (M.D.) program. The University funded the scholarship program with the entirety of a one-time infusion of \$35 million from the state of Georgia as a result of a settlement agreement offer from the Centers for Medicare and Medicaid Services in February 2016. President William D. Underwood announced that current and future recipients of the scholarship will be called Nathan Deal Scholars in recognition of Georgia's 82nd governor, who is a graduate of both the University's College of Liberal Arts and Sciences and School of Law.



- Mercer is named a participating institution for the Churchill Scholarship, a prestigious and highly selective award for American students to engage in a year of master's-level study in science, mathematics and engineering at the University of Cambridge. Mercer joins Emory, Georgia Tech and the University of Georgia as the only institutions in the state to participate in the scholarship program, and is the only participating institution in the Southern Conference.

2018

- Classes begin January 8 in the newly completed Spearman C. Godsey Science Center. The largest academic facility project in the University's history in terms of cost at \$44 million and size at 143,410 square feet is named in honor of Mercer Chancellor Dr. R. Kirby Godsey's father and in recognition of Dr. Godsey's multi-million-dollar naming gift. The Godsey Science Center includes 60 teaching and research labs, three medium classrooms, four small classrooms and 46 offices.
- Mercer Medicine Plains, a primary care practice and division of the faculty practice of Mercer University School of Medicine, opens on Main Street in Plains, Georgia. Former President Jimmy Carter, a Life Trustee at Mercer, and First Lady Rosalynn Carter were instrumental in the project and attended the grand opening ceremony for the practice in August.
- Mercer is classified as a Doctoral University with High Research Activity (R2) following an adjustment to the Carnegie Classification of Institutions of Higher Education. R2 is the second-highest level of doctoral research universities in the country.

2019

- The McEachern Art Center opens in downtown Macon as the new home of the University's art gallery and student studios.
- Mercer Law School's first-floor courtroom is named the Griffin B. Bell and Frank C. Jones Courtroom in honor of these Mercer alumni. Associate Justice of the Supreme Court of the United States Clarence Thomas delivers the keynote address for the dedication ceremony.
- The Board of Trustees renames Penfield College as the College of Professional Advancement.
- The School of Medicine announces it is expanding the School's two-year Columbus campus to a full four-year campus, and the Board of Trustees approves construction of a new \$32.4 million, 76,000-square-foot facility.
- The School of Medicine announces two additional rural health clinics. Mercer Medicine Peach County opens in Fort Valley and Mercer Medicine Clay County is expected to open in Fort Gaines in 2020.
- Mercer University and Robins Air Force Base announce a partnership that will bring an innovative software development center to downtown Macon. The center will be housed in the ground floor of The Lofts at Capricorn.
- The Board of Trustees approves name changes for the College of Liberal Arts and Sciences and the Stetson School of Business. The College of Liberal Arts and Sciences is renamed the College of Liberal Arts and Sciences to reflect the growing significance of the sciences within the University. The Eugene W. Stetson-Hatcher School of Business is renamed the Stetson-Hatcher School of Business to recognize longtime supporter and trustee Robert F. Hatcher.
- The Board of Trustees approves construction of a new 57,000-square-foot Pharmacy and Health Sciences Building on the Cecil B. Day Campus in Atlanta.
- Mercer Music at Capricorn celebrates the grand re-opening of the historic Capricorn complex in downtown Macon, which now includes recording studios, a music incubator, a museum, and offices and co-working space.



2020

- Mercer dedicates the Stembridge Center in honor of alumnus, donor and former staff member Willard D. “Bill” Stembridge to centrally locate student success services in Macon.
- In March, Mercer transitions to online classes due to the COVID-19 pandemic.
- Mercer opens COVID-19 testing lab on Macon campus.
- Mercer returns to in-person classes for the start of Summer Session 2 with many new protocols in place to curb the spread of COVID-19.
- Mercer breaks ground on a new four-year medical school campus in Columbus.
- Mercer’s final fall enrollment surpasses 9,000 students for the first time.
- Mercer Medicine holds a ribbon-cutting for its third rural clinic in Fort Gaines located in Clay County.
- Mercer’s endowment at the end of the calendar year surpasses \$400 million for the first time.

University Presidents

In the course of its history, Mercer University has had 24 persons serving in the President’s Office. Their names and the dates of their administrations are as follows:

Billington McCarty Sanders	1833-1840
Otis Smith	1840-1844
John Leadly Dagg	1844-1854
Nathaniel Macon Crawford	1854-1856
Shelton Palmer Sanford, Acting President	1856-1858
Nathaniel Macon Crawford	1858-1866
Henry Holcomb Tucker	1866-1871
Archibald John Battle	1872-1889
Gustavus Alonzo Nunnally	1889-1893
John Edgerton Willet, Acting President	1893-1893
James Burton Gambrell	1893-1896
Pinckney Daniel Pollock	1896-1903
William Heard Kilpatrick, Acting President	1903-1905
Charles Lee Smith	1905-1906
Samuel Young Jameson	1906-1913
James Freeman Sellers, Acting President	1913-1914
William Lowndes Pickard	1914-1918
Rufus Washington Weaver	1918-1927
Andrew Phillip Montague, Acting President	1927-1928
Spright Dowell	1928-1953
George Boyce Connell	1953-1959
Spright Dowell, Interim President	1959-1960
Rufus Carrollton Harris	1960-1979
Raleigh Kirby Godsey	1979-2006
William D. Underwood	2006-present



Mercer University Profile

Mercer University is one of America's oldest and most distinctive institutions of higher learning, offering rigorous programs that span the undergraduate liberal arts to doctoral-level degrees. Founded by early 19th century Baptists, Mercer — while no longer formally denominationally affiliated — remains committed to an educational environment that embraces the historic Baptist principles of intellectual and religious freedom.

With more than 8,750 students enrolled in 12 schools and colleges, on major campuses in Macon and Atlanta; medical school sites in Macon, Savannah and Columbus; and at regional academic centers in Henry and Douglas counties, Mercer is ranked among the top tier of national research universities by *U.S. News & World Report*. Our more than 82,000 alumni are making important contributions to their professions and communities throughout Georgia, the Southeast and the world.

While offering a breadth of programs found at much larger universities, Mercer maintains an intimate, student-focused culture more characteristic of smaller liberal arts colleges. Mercer's uniqueness is found in the way the University integrates five defining components of its mission: Liberal Learning, Professional Knowledge, Discovery, Service to Humankind and Community.

Academic Divisions

COLLEGE OF LIBERAL ARTS AND SCIENCES (MACON)

The oldest and largest of the University's divisions, the College of Liberal Arts and Sciences is Mercer's academic cornerstone. The College offers baccalaureate programs in the humanities, fine arts, natural sciences and social sciences, along with a variety of interdisciplinary options. Offering a multitude of pre-professional programs in health, law and theology, the College also provides students a strong liberal arts foundation. The core curriculum blends practical skills, such as critical thinking, clear writing and effective communication, along with a deep engagement with the diversity and richness of the peoples, faiths, cultures, and natural processes in the world. The College's Great Books Program, which provides students the opportunity for focused study of classic writers and thinkers of the Western world, is recognized among the 21 Best Great Books Programs by Best College Reviews. The Integrative Program combines traditional disciplinary course requirements with three multidisciplinary integrative courses, which require students to wrestle with challenging questions from multiple perspectives and prepare them to make meaningful contributions in a complicated and interconnected world. Students in the College take advantage of a variety of study-abroad opportunities, both through faculty-led programs and those organized through Mercer On Mission. In 2015, Mercer was awarded a chapter of Phi Beta Kappa, the nation's most prestigious academic honor society.

SCHOOL OF LAW (MACON)

Founded in 1873, Mercer University's School of Law is one of the oldest law schools in the United States and the first in the state of Georgia accredited by the American Bar Association. The Law School is named after Walter F. George, a 1901 Mercer Law School graduate who became a justice of the Georgia State Supreme Court and later a U.S. Senator. Mercer Law School's educational philosophy is based on a commitment to preparing students for high-quality, general practice in a day-to-day learning environment that is both supportive and professional. Mercer Law School is a two-time recipient of the prestigious ABA Gambrell Professionalism Award for excellence and innovation in ethics and professionalism throughout the curriculum. With an enrollment of approximately 395 students, taught by an outstanding faculty, Mercer Law School is nationally recognized for its programs in legal writing, advocacy training, experiential education and ethics and professionalism.

**SCHOOL OF BUSINESS (MACON, ATLANTA AND CENTERS)**

Established in 1984, Mercer University's School of Business is named for Eugene W. Stetson, a 1901 Mercer graduate and business pioneer who leveraged the first major buyout in corporate history. Over the past 80 years, Mercer has granted more than 12,000 business degrees, and many of its graduates hold senior leadership positions in companies around the world. Mercer's business school delivers career-focused business education programs and develops entrepreneurial leaders and responsible global citizens.

SCHOOL OF ENGINEERING (MACON)

Mercer's innovative and academically challenging engineering and engineering-related programs provide students with a comprehensive education, featuring a solid foundation in mathematics and sciences, a core engineering curriculum, a range of courses in engineering specialties and a strong emphasis on communication technologies. The School of Engineering marked its 30th anniversary in 2015, and its undergraduate program is ranked 30th in the nation by U.S. News & World Report. Known for its breadth of instruction in its undergraduate program and its 4+1 integrated bachelor's and master's degree program, Mercer combines technical education with hands-on laboratory experience.

COLLEGE OF EDUCATION (MACON, ATLANTA AND CENTERS)

Mercer's Tift College of Education prepares more professional educators than any other private institution in Georgia. It offers baccalaureate and graduate degrees for teacher education, including initial certification and teacher advancement, and educational leadership. Tift College of Education offers programs approved by the Georgia Professional Standards Commission. Guided by the conceptual framework of the "Transforming Educator," the College supports those who aspire to grow professionally throughout their careers, while also seeking to transform the lives of students. Programs are offered on the Macon and Atlanta campuses, as well as Regional Academic Centers in Douglas County and Henry County. In addition, the College offers some online and hybrid graduate-level programs.

SCHOOL OF THEOLOGY (ATLANTA)

Established in 1996, James and Carolyn McAfee School of Theology brings Jesse Mercer's founding vision of providing students with a classical and theological education full circle as it prepares students for ministry in the church and beyond. McAfee shares Jesse Mercer's concern that churches have pastors-leaders who understand Scripture and can clearly articulate their Christian beliefs. The School offers master's and doctoral degrees, along with several ministry concentrations. The fully-integrated curriculum is taught by nationally recognized scholars who are committed Christians. Along with a network of partner churches, McAfee is affiliated with the Cooperative Baptist Fellowship.

COLLEGE OF PROFESSIONAL ADVANCEMENT (MACON, ATLANTA AND CENTERS)

Mercer University's College of Professional Advancement is committed to serving adult learners and currently enrolls more than 1,100 students. Undergraduate, graduate and certificate programs are offered to adult students seeking professional advancement into leadership roles in and beyond their communities. Educational programs support the needs of statistical high-growth and high-demand employment sectors and provide students with a distinctive, multidisciplinary curriculum that integrates theory and practice. Areas of study include counseling and human services, healthcare leadership and administration, liberal arts, public safety and technology. Programs are offered on Mercer's campuses in Atlanta and Macon, at Regional Academic Centers in Douglas County and Henry County, and online.

**SCHOOL OF MUSIC (MACON)**

Townsend School of Music is nationally recognized for its artist faculty, award-winning students, wide range of performance ensembles and state-of-the-art facilities. Townsend offers a thorough and rigorous curriculum, providing a conservatory-quality music education within a university environment. Students benefit from small class sizes and individual instruction from faculty who regularly perform on campus and at major national and international venues. Specialized music programs include the Robert McDuffie Center for Strings and the Townsend-McAfee Institute for Graduate Church Music Studies.

MERCER UNIVERSITY LIBRARY

The mission of the Mercer University Library is to serve as a learning-centered gateway of information resources through robust collections and innovative, technology-rich patron services to support the educational, research and service endeavors of the University community. The Mercer Library offers a wide range of print, non-print and electronic resources, including large collections of electronic books and journals available to Mercerians from any location.

The library is actively engaged in the academic enterprise through teaching research and information skills in the classroom, providing effective one-on-one research assistance, consulting with faculty on designed research assignments and offering liaison support and activities to build strong ties between the library and the academic community.

MERCER HEALTH SCIENCES CENTER

The Mercer Health Sciences Center, a multi-campus academic health center, encompasses the School of Medicine, College of Pharmacy, College of Nursing and College of Health Professions. The Health Sciences Center enrolls more than 2,000 students, employs 400 full-time faculty and staff and annually graduates more than 500 physicians, nurses and nurse educators, as well as family nurse practitioners, clinical nurse specialists, physician assistants, pharmacists, physical therapists, family therapists, public health professionals and biomedical scientists.

School of Medicine (Macon, Savannah and Columbus)

The School of Medicine was established in 1982 to educate physicians and health professionals to meet the primary care and healthcare needs of rural and medically underserved areas of Georgia. The Mercer School of Medicine Doctor of Medicine program utilizes a problem-based education that provides early patient care experiences. The School's academic environment fosters the development of clinical problem-solving and instills in each student an awareness of the place of the basic medical sciences in medical practice. The School of Medicine operates two four-year campuses. Following their second year, students participate in core clinical clerkships at the School's primary teaching hospitals: Navicent Health and Coliseum Medical Center in Macon, Memorial University Medical Center in Savannah and The Midtown Medical Center and St. Francis Hospital in Columbus. Students also experience clinical and population health clerkships in rural areas of Georgia.

College of Pharmacy (Atlanta)

The College of Pharmacy continues to build on its rich history, tradition of excellence and legacy of caring by offering quality degree programs that provide students with the necessary education and skills for their careers in pharmacy. Mercer is ranked among the top six private pharmacy schools in the United States by *U.S. News & World Report*. With an enrollment of more than 600 students and a distinguished faculty of scientists and clinicians, the College houses several centers focusing on research, teaching and learning. The College's motto, "A Tradition of Excellence, A Legacy of Caring," frames its philosophy of providing excellent academic programs in an environment where every student matters and every person counts.

**College of Nursing (Atlanta)**

Mercer's nationally recognized Georgia Baptist College of Nursing, the oldest nursing program in Georgia, is grounded in the heritage of educating students to provide superior nursing care. All undergraduate nursing students are members of the National Student Nurses Association, thus providing them excellent leadership and professional development opportunities. Mercer's distinguished nursing faculty is dedicated to the development of professional nurses committed to scholarship, leadership, practice, research and service within a culture of academic excellence.

College of Health Professions (Macon and Atlanta)

The College of Health Professions is composed of five disciplines: physical therapy, physician assistant studies, public health, clinical psychology and athletic training. In addition to its degree offerings, the College offers post-professional residencies and fellowships and operates an onsite physical therapy clinic. With an overall enrollment of more than 540 students, the College seeks to improve the health and quality of life of individuals and society through excellence in teaching, research and service.

MERCER ENGINEERING RESEARCH CENTER

Mercer Engineering Research Center (MERC) is the nonprofit applied research operating unit of Mercer University. MERC's core competencies include electrical, mechanical and electromechanical systems design, development and testing; complex system modeling and simulation; information systems technology; structural analysis; reverse engineering and modernization; industrial systems design; materials testing; biomechanics and human factors; and cybersecurity.

MERC also offers internships for Mercer students. Interns work closely with MERC engineers and scientists in a broad range of areas supporting the execution of contracts. This opportunity allows students to obtain hands-on experience, adding depth to their education while gaining a better understanding of expertise provided to customers in solving real-world problems.

MERCER UNIVERSITY PRESS

Mercer University Press has published more than 1,550 books since its establishment in 1979. The press publishes approximately 30 to 32 new books each year in the areas of religion, philosophy, Southern history, regional studies and creative writing and holds membership in the Association of University Presses.

UNIVERSITY ATHLETICS

Mercer University is the only NCAA Division I private institution in Georgia and competes in the historic Southern Conference. In the 2018-2019 academic year, 73 percent of Mercer student-athletes achieved a GPA of 3.0 or better. The GPA for all student-athletes for the year was 3.412. Mercer athletes led the SoCon with 309 named to the Academic Honor Roll, including 79 who earned a 4.0 GPA. Mercer's 18 intercollegiate teams include men's baseball, basketball, cross country, football, golf, lacrosse, soccer and tennis; and women's basketball, cross country, golf, lacrosse, soccer, softball, tennis, beach volleyball, track and volleyball. Other members of the Southern Conference include: the University of Tennessee at Chattanooga, East Tennessee State University, Furman University, the University of North Carolina at Greensboro, Samford University, The Citadel, Virginia Military Institute, Western Carolina University and Wofford College.



Accreditation

In 1837, by Act of the General Assembly of the State of Georgia, the Executive committee of the Georgia Baptist Convention was given the power “to establish and endow a collegiate institution, to be known by the name of Mercer University.”

Mercer University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master’s, educational specialist, and doctoral degrees. Questions about the status of Mercer University may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC’s website at www.sacscoc.org.

The Stetson-Hatcher School of Business is accredited by AACSB International — the Association to Advance Collegiate Schools of Business, 777 South Harbour Island Boulevard, Suite 750, Tampa, FL 33602; (813) 769-6500; www.aacsb.edu.

In the College of Professional Advancement of Mercer University, the Master of Science in Clinical Mental Health Counseling, the Master of Science in Clinical Rehabilitation Counseling, the Master of Science in School Counseling, and the Doctor of Philosophy in Counselor Education and Supervision are accredited by the Council for Accreditation of Counseling and Related Programs (CACREP), 500 Montgomery Street, Suite 350, Alexandria, VA 22314; (703) 535-5990; www.cacrep.org. The Master of Science in School Counseling is also approved by the Georgia Professional Standards Commission, 200 Piedmont Avenue, Suite 1702, Atlanta, GA 30334-9032; www.gapsc.com.

In the College of Liberal Arts and Sciences, the Bachelor of Science degree in Computer Science is accredited by the Computing Accreditation Commission of ABET, www.abet.org. The baccalaureate chemistry program is approved by the American Chemical Society, 1155 16th Street, NW, Washington, DC 20036; (800) 227-5558; www.acs.org.

Mercer University’s professional education initial certification programs are approved by the Georgia Professional Standards Commission, 200 Piedmont Avenue, Suite 1702, Atlanta, GA 30334-9032; www.gapsc.com.

In the School of Engineering, the Bachelor of Science in Engineering degree program is accredited by the Engineering Accreditation Commission of ABET, www.abet.org.

The College of Health Professions houses six accredited programs. The Physician Assistant program is accredited by the Accreditation Review Commission on Education for Physician Assistant, Inc. (ARC-PA), 3325 Paddocks Parkway, Suite 345, Suwanee, GA 30024; (770) 476-1224; www.arc-pa.org. The Master of Public Health and the Bachelor of Science in Public Health programs are accredited by the Council on Education for Public Health, 1010 Wayne Avenue, Suite 220, Silver Spring, MD 20910; (202) 789-1050; ceph.org. The Doctor of Physical Therapy program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, VA 22305-3085; (703) 706-3245; email: accreditation@apta.org; website: www.capteonline.org. The Doctor of Psychology program is accredited, on contingency, by the Commission on Accreditation of the American Psychological Association. This program will have this accreditation status until July 22, 2023. Questions related to the program’s accredited status should be directed to the Commission on Accreditation: Office of Program Consultation and Accreditation, American Psychological Association; 750 1st Street NE, Washington, DC 20002; (202) 336-5979; email: apaaccred@apa.org; www.apa.org/ed/accreditation. The Master of Athletic Training program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE), 6850 Austin Center Blvd, Suite 100, Austin, TX 78731-3184; (512) 733-9700.



The Juris Doctor (J.D.) program in the School of Law is accredited by the Council of the American Bar Association Section of Legal Education and Admissions to the Bar, 312 North Clark Street, Chicago, IL 60654; (312) 988-6738; www.americanbar.org/legaled.

The School of Medicine houses two accredited programs. The Doctor of Medicine is accredited by the Liaison Committee on Medical Education (LCME). LCME (www.lcme.org) is jointly sponsored by the Association of American Medical Colleges (655 K Street, NW, Suite 100, Washington, DC 20001-2399; Phone: 202-828-0400) and the American Medical Association (330 North Wabash Avenue, Suite 39300, Chicago, IL 60611-5885; Phone: 312-464-4933). The Master of Family Therapy program is accredited by the Commission on Accreditation of Marriage and Family Therapy Education (COAMFTE) located at 112 South Alfred Street, Alexandria, VA 22314-3061; 703-253-0473 (www.coamfte.org).

The baccalaureate and master's music programs of the School of Music are accredited by the National Association of Schools of Music, 11250 Roger Bacon Drive, Suite 21, Reston, VA 20190; (703) 437-0700; nasm.arts-accredit.org.

The Bachelor of Science in Nursing program, the Master of Science in Nursing program, and the Doctor of Nursing Practice program at Mercer University are accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001; (202) 887-6791 (www.ccnaccreditation.org). The Georgia Baptist College of Nursing maintains full approval from the Georgia Board of Nursing (237 Coliseum Drive, Macon, Georgia, 31217-3858; Phone: 478- 207-1640) to offer the pre-licensure Bachelor of Science in Nursing program.

The Doctor of Pharmacy program in the College of Pharmacy is accredited by the Accreditation Council for Pharmacy Education, 190 S. LaSalle Street, Suite 2850, Chicago, IL 60603; (312) 664-3575; fax (866) 228-2631; website: www.acpe-accredit.org.

The Master of Arts in Christian Ministry, the Master of Theological Studies, the Master of Divinity, and the Doctor of Ministry programs in the School of Theology are accredited by the Commission on Accrediting of the Association of Theological Schools, 10 Summit Park Drive, Pittsburgh, PA 15275; (412) 788-6505; www.ats.edu.

The English Language Institute is accredited by the Commission on English Language Program Accreditation for the period August 2020 through August 2025 and agrees to uphold the CEA Standards for English Language Programs and Institutions. CEA is recognized by the U.S. Secretary of Education as a nationally recognized accrediting agency for English language programs and institutions in the U.S. For further information about this accreditation, please contact CEA, 1001 N. Fairfax Street, Suite 630, Alexandria, VA 22314, (703) 665-3400, www.cea-accredit.org.



Message from the School of Medicine Dean

JEAN SUMNER, M.D., FACP



The mission of Mercer University School of Medicine is to educate Georgia students who will become well-trained, excellent healthcare professionals in Georgia and practice in rural or medically underserved areas of this state. Our goal is to provide rural and underserved Georgians access to care delivered with skill, compassion and the highest level of integrity.

I am honored to serve as the Dean of the School of Medicine and lead an incredibly talented faculty who are focused on providing a superior educational experience to our students. I am especially proud of our students, who are committed to serving in their home state.

Other health care professionals have improved access and quality of care across Georgia, but particularly in areas of greatest need. Our faculty and students have demonstrated sustained dedication in their pursuit of scholarly work and community service activities that make a difference in Georgia and around the world.

In addition to the M.D. program, Mercer University School of Medicine offers graduate degree programs in Pre-clinical Sciences, Biomedical Sciences and Marriage and Family Therapy. These graduates add equally to quality of care and access to care across Georgia.

The full 4-year M.D. program is offered on the Macon, Savannah and Columbus campuses. We offer exceptional clinical rotations through strong partnerships with regional healthcare institutions, organizations and individuals. These rotations provide opportunities to develop a broad, deep knowledge of health issues facing patients as well as the development of strong clinical skills and interdisciplinary teamwork.

Our students have the opportunity to learn in institutions such as Memorial Health University Medical Center, Savannah; Piedmont Columbus Regional Health, Columbus; St. Francis Emory Hospital, Columbus; Atrium Health Navicent Medical Center, Macon; Piedmont Coliseum Medical Center in Macon and other great locations across this state. We also have a rich network of dedicated community physician preceptors throughout the state that teach our students. Through these exceptional opportunities, our students acquire a broad range of experiences and develop the skills and judgment needed to serve their patients and communities.

Mercer medical students learn using a unique problem-based, faculty-guided curriculum. As part of small group and team-based learning experiences, students use clinical cases to learn and understand basic sciences, which form the foundation of medical practice. Early in the curriculum, students participate in rural and community-based care, which recurs throughout the four years. This curriculum is consistent and robust across all campuses.



Many scholarship opportunities are available. Students who have a strong interest and commitment to rural health and primary care should explore both the Nathan Deal Scholars Program and the Primary Care Accelerated Track Program. Both programs allow you to complete medical school with little or no debt.

I was among the first class of physicians to graduate from MUSM, and since graduation, I have practiced in a small, rural county. In my opinion, there is no more meaningful, challenging or rewarding work. The opportunity to change health care in Georgia by becoming a physician or healthcare professional and serving in an area of need requires the best and brightest of those with courage, high intellect and a servant's heart. This opportunity exists at Mercer University School of Medicine. If your goal is to make a difference, I hope you will consider joining our student body.

I encourage you to explore our website to learn more about our school and its accomplished faculty. I hope, if you share our mission and vision, you will consider joining us.

Jean R. Sumner, M.D., F.A.C.P.

Dean of Mercer University School of Medicine



Doctor of Medicine Admission Requirements

The overarching goal of the admissions process is to identify, attract and enroll well-qualified students who are likely to graduate into caring and well-rounded physicians, committed to serving the primary healthcare needs of rural and medically underserved areas or medically underserved populations in Georgia.

Applications to the MD program are invited for the 2020-21 Admissions Cycle from those that meet all of the following eligibility criteria:

1. The applicant must be a US Citizen or US Permanent Resident.
2. The applicant must have established domicile in the state of Georgia at least by August 15, 2020 and maintain domicile for 12 consecutive months immediately preceding the first day of classes of the school term for which he or she is applying.

Applicants that have established or reestablished domicile in the state of Georgia as late as August 15, 2021 will not be eligible to apply as an Early Decision Program Applicant, since the Early Decision Primary American Medical College Application Service (AMCAS) Application Deadline is August 1, 2021. Also, an applicant that is not able to claim Georgia as his/her State of Legal Residence will not be allowed to designate MUSM as a recipient of their Primary American Medical College Application Service (AMCAS) Application.

3. Applicants should have obtained an undergraduate bachelor's degree (e.g., BS or BA) or a more advanced degree with a minimum of 90 credit hours of coursework or be graduating with an undergraduate or a more advanced degree by June of the intended year of matriculation. The Admissions Committee reserves the right to stipulate that eventual acceptance of an applicant into the program is contingent upon documentation that the applicant has obtained the undergraduate or advanced degree program he/she is enrolled in at the time of application. An applicant **must** complete a graduate degree before matriculation is s/he is enrolled in a degree program when the application is submitted.
4. The applicant has taken the ('2015 MCAT' or 'New MCAT') Medical College Admissions Test (MCAT) at least once on or after 1 April 2018 and has obtained a percentile rank of at least 25.

The School of Medicine receives approximately 1,200 primary AMCAS application per year to its MD program. The estimated number of new matriculants beginning with the 2022-2023 academic year is 160.

REQUIRED PREMEDICAL COURSEWORK AND COMPETENCIES

One-year laboratory courses in general biology, general or inorganic chemistry, organic chemistry, and general physics from an accredited institution are required. Offers of acceptance are contingent upon the School's receipt of official transcripts of all post-secondary coursework including the fulfillment of required premedical courses by June 30 of the intended year of matriculation. Other courses that are not required but strongly encouraged include introductory or upper level courses in biochemistry, mathematics, cell biology, immunology, histology, genetics, molecular biology, behavioral science and humanities.

Primary American Medical College Application Service (AMCAS) applications (that have been annotated as verified by the American Medical College Application Service) from eligible applicants are screened by MUSM Admissions Office, and invitations to complete a secondary application are sent to applicants who meet the criteria specified below. For the 2022-23 cycle, an invitation to submit a Secondary Application is sent to otherwise eligible applicants (as defined above) who meet criteria 1-3 or 4 below:

1. Has taken the MCAT at least once on or after April 1, 2018.
2. Highest MCAT Percentile Rank* of at least 25
3. Highest MCAT Percentile Rank x Cumulative Undergraduate BCPM-GPA* is > 93



4. For applicants with an earned graduate degree, an invitation to submit a Secondary Application is also sent if the average MCAT percentile rank is 25 or greater, regardless of Cumulative Undergraduate BCPM-GPA.

An invitation to submit a Secondary Application is a pre-requisite for further consideration of an applicant.

Cumulative Undergraduate BCPM-GPA refers to the Cumulative Undergraduate BCPM-GPA reported on completed Primary American Medical College Application Service (AMCAS) Application verified by AMCAS. This includes BCPM grades from Post-baccalaureate coursework. To check whether any of the courses you consider BCPM are or not accepted by AMCAS, please see guidelines on this topic in the [2022 AMCAS Manual](#). Applicants who document through their Primary AMCAS Application that they meet *Eligibility Criteria* i-iv above, and applicants who meet the criteria for an invitation to submit a Secondary Application, as specified above, will be invited by the MUSM Admissions Office through e-mail to submit a Secondary (Supplemental) Application online and to submit a Complete Application (see What constitutes a Complete Application below). These applicants will receive further consideration if these are submitted by the applicable deadline. The criteria for invitation of Secondary Applications are identical regardless of whether one applies for Early Decision Program or Regular Pool. ***An invitation to submit the Secondary Application is essential for further consideration. An invitation to submit a Secondary Application does not constitute a guarantee of an invitation to interview. It does not imply that the Committee considers an applicant meeting the above criteria academically qualified. Further screening of academic qualifications, experiences, and attributes is completed before an interview invitation is considered.***

SCREENING APPLICANTS

Details about the screening process can be found on our [website](#).

COMPONENTS OF A COMPLETE MD APPLICATION

For an application packet to be considered complete and eligible for further screening by the Admissions Committee, the following materials must be received by MUSM Admissions Office by the appropriate deadline. As noted above, an applicant must first meet current qualifications to be invited to submit a secondary application.

1. Complete Secondary Application online through the link that was sent in the email invitation from the Admissions Office inviting you to submit a Secondary Application.
2. Pay a non-refundable fee of \$90 (US dollars only) to process the secondary application. This fee is waived for applicants who have a valid Fee Assistance Program waiver from AMCAS.
3. Upload a scanned copy of a notarized declaration of domicile in the state of Georgia through the same web-link referred to in number one of this section.
4. Upload a photocopy of a state issued photo identification document through the same web-link referred to in number one of this section.
5. Submit at least two (2) letters of recommendation (by individual letter writers) or one (1) Committee letter submitted through AMCAS.

Completed applications are subject to further screening by the Committee before a decision to invite an applicant for interview is made. An invitation to submit Secondary Applications does not guarantee an invitation to interview. An applicant's experiences, attributes and academic metrics are all considered by the Admissions Committee, and the Committee looks for evidence of sustained previous and prospective commitment to the mission of MUSM in its applicants.



The School of Medicine participates in the Early Decision Program as defined by the AAMC (aamc.org/students/applying/requirements/edp). For those applying through the EDP, Primary AMCAS Application & Transcripts must be submitted to AMCAS by August 1, 2021.

MUSM Admissions Office must receive an applicant's GPA and official MCAT score on a Verified Primary AMCAS application by 5:00 pm ET on August 23, 2021 for a Secondary Application invitation for the Early Decision Program to be considered.

'Regular Pool' Applications can be submitted to MUSM as soon as AMCAS allows it. The deadline for submitting Primary AMCAS Application for Regular Pool so that it is forwarded by AMCAS to Mercer University School of Medicine is November 1, 2021. The deadline for submitting transcripts to AMCAS for Regular Pool so that it is verified by AMCAS for Mercer University School of Medicine is November 15, 2021. Eligibility criteria for applying and criteria for invitation of Secondary Applications are identical regardless of whether one applies for Early Decision Program or Regular Pool.

Special Note with regard to 'Latest MCAT score considered' in the 2022-2023 admissions cycle, or 2021 Application Year: AMCAS allows submission of primary applications even before an applicant's MCAT scores, official transcripts are submitted to AMCAS. AMCAS notes that it takes about (6) weeks to verify an application. MUSM Admissions Office screens only applications that have been verified by AMCAS. Since GPA and MCAT scores are used to screen applicants prior to inviting a Secondary (Supplemental) application, MUSM Admissions Office must receive an applicant's GPA and official MCAT score on the primary AMCAS application by August 23, 2021 (5pm ET) for the Early Decision Program, and December 13, 2021 (5 pm ET) for applicants to the Regular Pool. Applicants need to be aware of all of these factors, and plan to submit their applications to MUSM on time to maximize chances of full consideration of their application. We currently do not anticipate any disruptions in the MCAT cycle for the 2022 Admission Cycle. Details can be found on the Admissions website at [MUSM Admissions](#).

The Admissions Committee uses a 'rolling admissions process' — once the Admissions Office receives a Secondary Application complete in all respects, the application is subject to further screening by the Admissions Committee, and the applicant may be invited to an interview. The number of interview spots is limited to approximately 350 per cycle (Early Decision Program, Regular Pool and Early Assurance Programs combined).

Each applicant that is interviewed will have one 45-minute interview with two interviewers. During the 2022 admissions cycle, interviews will be virtual using Zoom. Instructions will be included in the interview invitation. One of the interviewers will be an Admissions Committee member who may be a basic science or clinical faculty member or a senior (fourth-year) medical student. Both interviewers have access to the Primary Application, the Secondary Application, and Letters of Evaluation before they interview the applicant and through the rest of that application year.

At the level of the interview applicants are assessed and graded in each of the following categories 1) rootedness in Georgia; service/work experiences consistent with the mission of MUSM; 2) academics; 3) personal attributes. Each interviewer submits his/her comments for the Admissions Committee's consideration. Each Admissions Committee member has access to these comments as well as each applicant's primary and secondary application, letters of recommendation, and Georgia Residency documentation. The MD Admissions Committee has 20 voting members, each of whom scores all applicants.

Applicants who have any concerns with the fairness of one or more interview encounters they experienced are encouraged to bring it to the attention of the Admissions Deans before the end of their interview day.



Applicants may email the Associate Dean of Admissions, Dr. Richard McCann (McCann_RO@mercer.edu), by 3:00 pm of their interview day. The Admissions Deans and Admissions Office treat this feedback in confidence, in that this is not shared with the admissions committee, and use it to address any concerns applicants may have.

The deadline for completing and submitting all components of the Secondary Application for Regular Pool Applicants is 5:00 pm ET, January 14, 2022. Once applications are complete, applicants will receive an email acknowledgement from the Admissions Office that their file is complete and eligible for review by the Admissions Committee. Incomplete applications will not be considered.

Acceptance notifications to candidates are sent no earlier than September 26, and acceptances are extended until the incoming class if full. Offers of acceptance are made subject to the following standard contingencies and they may be subject to additional contingencies as appropriate.

1. The applicant providing documentation that he/she is a US Citizen or US Permanent Resident.
2. The applicant providing documentation that he/she is a US Permanent Resident.
3. The applicant providing documentation of domicile in the state of Georgia at least 12 months prior to the start of classes.
4. The applicant documenting with official transcripts the completion of premedical requirements required for matriculation in the M.D. program at MUSM, and documentation of completion of an undergraduate degree or a more advanced degree with 90 or more credit hours of coursework from an accredited college or institution in the United States. MUSM Admissions Office should receive official and final transcripts including the note that an undergraduate degree or a more advanced degree has been awarded, and all post-secondary coursework you have undertaken directly from the respective institution(s) by June 30, 2022. Data in transcripts should be consistent with that reported in your Primary AMCAS Application verified by AMCAS for the 2022 AMCAS Application Year.
5. Receipt by the School of Medicine of an acceptable Criminal Background Check facilitated by the Association of American Medical Colleges.
6. The applicant meeting the [Technical Standards for Admission](#) to the MD Program.

As a school participating in the AMCAS for considering applications to its MD program, Mercer University School of Medicine admissions process adheres to the most updated version of the Application and Acceptance Protocols stipulated by the Association of American Medical Colleges [AAMC Application Protocols](#).

The School's Admissions Committee considers requests for deferral of matriculation of acceptees for one (1) year on a case-by-case basis if requests are made by May 15 of the expected year of matriculation. Requests should be made in writing to the Admissions Office at musmadmissions@mercer.edu.

CAMPUS ASSIGNMENT

The full four-year MD program is available on the Macon, Savannah, and the Columbus Campuses. At the time an offer of acceptance is made, candidates are asked to rank campus preferences, and campus preferences are processed as soon as candidates return their signed acceptance letter with a \$100 (100-dollar) deposit. The Admissions Office is unable to guarantee that site preferences will be honored.

Criteria for selection are reviewed by the Admissions Committee on an annual basis and any revisions will be published on the admissions pages of MUSM's website reasonably in advance. Admissions Requirements are also published in Medical Schools Admissions Requirements (MSAR) ® and updated



annually. Applicants are advised to consult the Mercer University School of Medicine [admissions website](#) for detailed and up-to-date information on the application and admissions process. Contact the Admissions Office using the information on the next page if there are any problems.

Alternate Path to Admissions

SPECIAL CONSIDERATION PROGRAM (SCP) IN MEDICINE

Through a partnership with the College of Liberal Arts and Sciences at Mercer University, the School of Medicine offers a Special Consideration Program (SCP) for its Doctor of Medicine degree. Up to 20 incoming freshmen are selected each year for this special program. To be eligible to receive an invitation to apply, candidates must be U.S. citizens or permanent U.S. residents and legal residents of Georgia at the time of application. An official offer of acceptance to Mercer University undergraduate must be received. High school students will be asked to apply in the fall of their senior year in order to be eligible for admission. Additional eligibility criteria and details on applying can be found on the School's [Special Consideration Program](#) web page.

EARLY ASSURANCE PROGRAM

The School of Medicine offers a linkage program for admitting applicants to the MD program through a partnership with Agnes Scott College. Details can be found on the [Early Assurance Program](#) web page.

YEAR III MD PROGRAM TRANSFERS

The acceptance of transfers to Year III of the MD program is limited to students who demonstrate compelling circumstances for their request for transfer, when positions are available for applicants that meet all eligibility criteria. The Admissions Committee evaluates each application holistically with a specific focus on commitment to our mission. The number of spots available per year is limited, but it may be the end of April of the year of matriculation before the number of positions available is known. Eligibility criteria for applying and other information is available on the [Year III Transfer](#) web page.

ADMISSIONS OFFICE CONTACT INFORMATION

URL: <https://medicine.mercer.edu/admissions/>

E-mail: musmadmissions@mercer.edu

Phone: 478-301-5425/2524

Mailing Address: [Contact Name]
Mercer University
School of Medicine Admissions Office
1501 Mercer University Drive
Macon, GA 31207-0001

Physical Address: 1550 College Street
Macon, GA 31207-0001



Technical Standards for Medical School Admission

The MD degree is a broad undifferentiated degree attesting to general knowledge in medicine and the basic skills required for the practice of medicine. Essential abilities and characteristics required for completion of the MD degree consist of certain minimum physical and cognitive abilities and sufficient mental and emotional stability to assure that candidates for admission, promotion, and graduation are able to complete the entire courses of study and participate fully in all aspects of medical training. The School of Medicine intends for its graduates to become competent and compassionate physicians who are capable of entering residency training (graduate medical education) and meeting all requirements for medical licensure. The avowed intention of an individual student to practice only a narrow part of clinical medicine, or to pursue a non-clinical career, does not alter the requirement that all medical students take and achieve competence in the full curriculum required by the faculty. Graduates of medical school must have the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. Since the treatment of patients is an essential part of the educational program, Mercer University School of Medicine (MUSM) must act to protect the health and safety of patients.

The Admissions Committee of Mercer University School of Medicine acknowledges Section 504 of the 1973 Vocational Rehabilitation Act, the Americans with Disabilities Act of 1990, and the ADA Amendments Act of 2008, and asserts that the ability to meet certain essential technical standards with or without reasonable accommodations must be present in the prospective candidates. Disclosure of a disability is voluntary; however, applicants who want to request accommodations during the admissions process should, upon being accepted, contact the Mercer University School of Medicine Office of Student Affairs.

All students must review the Technical Standards at the time of admission and at the beginning of each academic year. The Technical Standard Student Review Acknowledgement form must be completed and submitted to the Office of Student Affairs.

A candidate for the M.D. degree must have aptitude, abilities, and skills in five areas: Observation; Communication; Motor; Intellectual-Conceptual, Integrative and Quantitative; and Behavioral/Social. Technological compensation can be made for some disabilities in certain areas but a candidate must be able to perform in an independent manner.

TECHNICAL STANDARDS

Observation

Medical students must be able to observe demonstrations, experiments, and personal encounters in the classroom, small group, large group, and clinical settings. These experiences may include but are not limited to dissection of cadavers, physiologic and pharmacologic demonstrations, and microscopic studies of microorganisms and tissues in normal and pathologic states. A candidate must be able to observe a patient accurately at a distance and close at hand. Candidates must be able to accurately acquire information from patients and assess findings. They must be able to perform a complete physical examination in a timely fashion in order, to integrate findings based on this information, and to develop an appropriate diagnostic and treatment plan. These skills require the use of vision, hearing, and touch or the functional equivalent. In addition, medical students must be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures.



Communication

Medical students must be able to communicate and observe people in a variety of settings. In particular, students must be able to interact with patients in order to elicit information, describe changes in mood, activity and posture, and perceive nonverbal communications. Medical students must be able to communicate effectively and sensitively, and rapidly with peers, faculty, staff, members of the health care team, and patients. They must be able to give and receive constructive feedback. Medical students must demonstrate the ability to process feedback and utilize it to conform their behavior to expected professional standards. Candidates and students must be able to read and write in standard format and must be able to interact with computers in rendering patient care. Candidates must be able to obtain a medical history in a timely fashion, interpret non-verbal aspects of communication, and establish therapeutic relationships with patients. Candidates and students must be proficient in English in order to be able to prepare a legible patient workup and present the workup orally in a focused manner to other health care professionals.

Motor

Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion, and other diagnostic maneuvers. By the completion of training, a candidate must have the ability to perform both a complete and an organ system specific examination, including a mental status examination. Additionally, candidates completing training must have the ability to perform routine technical procedures, including but not limited to, venipuncture, inserting an intravenous catheter, arterial puncture, thoracentesis, lumbar puncture, inserting a nasogastric tube, inserting a Foley catheter, and suturing lacerations. A candidate should be able to execute motor movements reasonably required to provide general care and emergency treatment to patients. Examples of emergency treatments include, but are not limited to, adult and pediatric cardiopulmonary resuscitation (including two-rescuer scenarios and use of the bag mask), the opening of obstructed airways, automated external defibrillation, the administration of intravenous medication, application of pressure to stop bleeding, and the performance of simple obstetrical maneuvers. Such actions require quick and immediate reaction. Coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision are required.

Intellectual-Conceptual, Integrative and Quantitative Abilities

Medical students must be able to integrate information received by whatever sense(s) employed. They must be able to problem-solve rapidly. This critical skill demanded of physicians requires the ability to learn, to reason, to integrate, to analyze and synthesize data concurrently in a multi-task setting where there may be a high level of stress and distraction. Problem solving, the critical skill demanded of physicians, requires all of these intellectual abilities. In addition, the candidate should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures. Candidates and students must possess a range of skills that allows mastery of the complex body of knowledge that comprises a medical education. Candidates and students must be able to recall large amounts of information, perform scientific measurements and calculations, and understand and cognitively manipulate three-dimensional models. Candidates and students must be able to learn effectively through a variety of modalities including but not limited to: classroom instruction, small group discussion, demonstration and observation of skills, individual and collaborative study of materials, preparation and presentation of written and oral reports, and use of computer-based technology. Candidates and students must exhibit reasoning abilities sufficient to analyze and synthesize information from a wide variety of sources. The ultimate goal of the student will be to render patient care by solving difficult problems and making diagnostic and therapeutic decisions in a timely fashion. Candidates must be fully alert and attentive at all times in clinical settings.



Behavioral and Social Attributes

A candidate must possess the emotional health required for full utilization of intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the diagnosis and care of patients, and the development of mature, sensitive, and effective relationships with patients and the care team. Medical students must demonstrate empathy, and concern for others while respecting appropriate personal and professional boundaries. Medical students must demonstrate integrity as manifested by truthfulness, acceptance of responsibility for one's actions, accountability for mistakes, and the ability to place the well-being of the patient above their own when necessary. They must be able to tolerate demanding workloads and to function effectively under stress. They must be able to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in the medical education and clinical practice settings. The candidate must be willing to interview, physically examine, and provide care to all patients regardless of their race, ethnicity, gender, culture, religion, or sexual orientation.



Mercer University makes every effort to keep the costs of education at a reasonable level and to help qualified students to finance a Mercer education. Many types of financial assistance are available. The Bursar's Office is eager to help students in their financial planning to meet the costs of education.

SCHOOL OF MEDICINE

Doctor of Medicine:

Per Year \$42,286

Per Semester \$21,143

Master of Family Therapy (MSR/MFT): \$960/hr

Master of Preclinical Science: \$762/hr

Master of Biomedical Science: \$762/hr

Rural Health Sciences PhD: \$995/hr

MISCELLANEOUS FEES

Dissertation Binding Fee: \$65

Facilities and Technology Fee:

Graduate and Prof. students enrolled in 9 hours or more \$150/semester

Graduate and Prof. students enrolled in 8 hours or less \$17/credit hr

Health Insurance Premium: Contact Bursar Office for Current Rates

Late Fee Payment (assessed monthly): \$50

Late Registration Fee: \$50

Online Payment Plan Enrollment Fee: \$40-50/semester

Practicum Fee (MFT 702, MFT 703, MFT 704): \$50

Registration Reinstatement Fee: \$50

Software Fee (assessed during fall for Year II MD student): \$429

Thesis Binding Fee: \$30

TRANSCRIPT FEES

Transcripts are usually processed within 24-hours except during peak times.

Electronic (Parchment) \$3

Electronic (Parchment - Rush) \$25

Returned Check \$50 or 1% of the face value of the check, whichever is greater

Obligation and fee for returned checks must be paid by cash, cashier's check, or money order. After two returned checks, students are on a "cash only" basis with the University.

Please note that the above listed tuition rates and miscellaneous fees are for the 2021-2022 academic year and are subject to change without prior notice.

Students cross-registering for courses outside their college/school of enrollment will continue to pay the tuition rate of their home college/school for those courses.



Billing and Fee Payment

Electronic tuition statements are accessible through the Pay and Manage My Account link located in MyMercer. Notification emails are sent to the student's official Mercer email address when new statements are posted. **Tuition is always due by the first day of the semester.**

Only those students who register for a given semester during early registration will be billed for the semester in advance. Accounts may later be adjusted and rebilled based on changes in class schedules and financial aid awards. Students who are not early registered and billed prior to the beginning of the semester must be prepared to pay tuition and fees at the time they register. **A \$50 fee per month will be charged for late payment.**

If a student is registered for a particular semester but elects not to attend, the student must officially notify the Registrar. **Non-attendance does not cancel charges and the student will be held financially accountable.** Students will be charged tuition and fees for all attempted hours, regardless of completion. In order to obtain a refund of 100% tuition and fees, the student must drop their courses during the drop/add period of the given semester. Please see "Refund Policy" for further details.

PLEASE NOTE: If payment arrangements have not been made by the first day of the term, the student's registration is subject to cancellation. The University reserves the right to deny access to, or use of, University facilities to any student with an outstanding balance.

Official correspondence, notices, and bills from the Bursar Office will be sent to the student's Mercer designated email address.

COURSE FEE

Additional fees may be assessed for special course requirements.

Statement of Student Responsibility

Prior to registering, students are required to read and acknowledge the Statement of Student Responsibilities indicating their understanding of their academic and financial obligations associated with enrollment at Mercer University. This document is available in the [MyMercer](#) portal and must be completed prior to each registration period.

The registration of a student signifies the assumption of definite financial obligations between himself or herself and the University.

Payment Methods

Tuition, special fees, housing, and other assessments may be paid by cash, check, or money order (made payable to Mercer University,) or via e-check or credit card payment made online through the student's [MyMercer](#) Portal. Students paying by credit card will be assessed a convenience fee by the credit card processor. E-check payments are free. The Bursar Office is unable to accept coin payments in excess of five dollars.

Students will be notified of their anticipated amounts of financial aid by way of award notifications or letters from the Office of Student Financial Planning. Students with balances not covered by financial aid must enroll in a payment plan or have their balance paid in full by the first day of class.

In an ongoing effort to assist our students and their families with budgeting educational expenses, Mercer offers an online monthly payment plan that allows a student to pay tuition in monthly installments



throughout the semester. Also, students who receive company reimbursement may be eligible to participate in our Employer Tuition Assistance Deferral Program. More information concerning these payment options may be obtained by visiting our website at bursar.mercer.edu, or by contacting the Office of the Bursar.

Payment of tuition and fees is the responsibility of the student, regardless of sponsorship by his or her employer. To avoid late fees and being placed on registration and transcript holds, payment arrangements should be made by the first day of class each semester.

CORPORATE BILLING

Special billing arrangements involving Corporate entities must be submitted to the Office of the Bursar. Approved billing authorization, financial guarantee, or voucher must be received by the first day of class for the current term. In the event the sponsor does not pay, the student is responsible for the unpaid balance on the account. Students utilizing Corporate Billing must resolve all outstanding balances no later than 30 days from the last day of class.

VA Benefits

Individuals who are eligible to receive financial assistance through the U.S. Department of Veterans Affairs should contact the University's Office of the Registrar in the School of Medicine regarding VA certification. Students MUST notify the certifying official in the Registrar's office if they:

- Used all of their Veteran Educational Benefits
- Changed course load or Program of Study
- Withdraw from classes (after start of term)
- Terminate Enrollment (before start of term)

Students who receive VA benefits must make appropriate payment arrangements with the Office of the Bursar no later than the first day of class each semester to ensure that their tuition and fees will be paid in full.

Students receiving tuition assistance paid directly to the University will have their total tuition and fees submitted to VA for payment based on their eligibility percentage, minus any tuition-based scholarships awarded for the term. Housing fees, meal plan fees, and miscellaneous fees (parking tickets, housing fines, etc.) are not eligible to be paid by VA and are the responsibility of the student.

Students who have less than 100% eligibility entitlement or receive VA tuition assistance paid directly to the student are responsible for paying any outstanding balance no later than the first day of class of the semester. If students are unable to pay the balance in full they are encouraged to enroll in the Monthly Payment Plan to avoid holds and late fees on their tuition account.

POST-9/11 GI-BILL

The U.S. Department of Veterans Affairs provides a maximum amount of benefit per academic year (August –July 31), based on the entitlement percentage of the student. Students are responsible for paying any remaining balance on their tuition account if:

1. The maximum has been paid by VA for the academic year,
2. the student has exhausted lifetime benefits, or
3. the end of the entitlement period is reached.



VA benefits will be reduced if a student withdraws from a class or changes his/her enrollment status. In the event of an overpayment, Mercer is required to return funds to the Veteran's Administration, as a result the student will be immediately responsible for repayment to the university. The Mercer VA Certifying Official in the Office of the Registrar must be immediately informed by the student regarding schedule changes.

Veterans Services at Mercer University is not a division of or directly affiliated with the United States Department of Veterans Affairs.

Students with questions about their eligibility for benefits and payments, should contact the Department of Veterans Affairs 1-888-GIBILL-1 (1-888-442-4551) or visit https://www.benefits.va.gov/gibill/school_resources.asp.

Student Health Insurance

All students with the exception of students enrolled in Distant Learning Programs are required to carry health insurance regardless of enrolled credit hours. Each semester, an insurance premium is assessed at the time of registration.

Students who do not wish to purchase the school policy must provide proof of coverage by completing an online insurance waiver at the CORE Management website by the published deadline. Once coverage is verified, the premium charge will be credited to the student ledger. **If the waiver is not entered each semester by the published deadline, the student will be held responsible for payment of the non-refundable insurance premium. No exceptions are made to this deadline.**

Debts

No official records are released, no future registration is allowed, and the faculty considers no student as a candidate for graduation until all indebtedness to the University has been settled. The Bursar's Office is authorized to apply to the student's debt any funds needed from the student's scholarships, loans, state grants, or any other student financial aid (unless prohibited by regulations governing said aid.) Students with outstanding indebtedness will not be eligible to register for subsequent semesters and may be subject to late penalties and interest charges.

Failure to pay any sums due to Mercer University may result in the submission of the students account to Mercer University's Internal Collection Department. If such action is required, the student will be liable to pay a late fee of \$5.00 for each thirty (30) days that the payment is past due and interest will accrue monthly at the rate of up to 9% for the life of the balance. In the event the student account is submitted to an outside collection agency, the student will be liable for the fees of any collection agency, which may be based on a percentage at the maximum of 33.3% of the debt, and all costs and expenses, including reasonable attorney's fees, Mercer University incurs in such collection efforts. Any account placed with collections may be reported to the Credit Bureau and NSLDS.

Non-Refundable Acceptance and Tuition Deposits

Upon acceptance to Mercer University, a college/program may require a non-refundable tuition deposit to reserve a seat. Deposits will be forfeited upon cancellation of enrollment; refunds are not permitted. Specific deposit requirements may be obtained from your program Admissions Office.

Information regarding refunds for refundable fees and tuition are outlined within the University Tuition Refund Policy



Tuition Refund Policy

Mercer University will maintain a fair and equitable refund policy by adherence to the Institutional Refund Policy in all programs, in all schools, and on all campuses. This policy is subject to change if there are future changes to the Federal Return Policy or other federal, state, accrediting agency, or institutional policy with which it may conflict.

The criteria for the Mercer Institutional Refund Policy are based upon federal mandates established by the Federal Return Policy, which took effect on all Mercer campuses on August 15, 2000, replacing all existing refund policies throughout the University. The policy applies whether or not Title IV awards are involved.

Questions regarding refund procedures and amounts should be directed to the Office of the Bursar, 1501 Mercer University Drive, Macon, GA 31207 (Telephone: 478-301-1111.)

Refunds will be calculated based on enrollment of either semester-based programs or session-based programs, as defined below:

- **Semester-Based Programs:** Class enrollment spans the entire semester. Classes typically run 16-weeks.
- **Session- (or module) Based Program:** Enrolled in one or more courses that do not span the entire semester. Typically, there are two 8-week sessions within the semester.

****Special requirements for session-based program refunds will be notated throughout this policy by an asterisk.***

PLEASE NOTE: The last date for a tuition refund MAY NOT correspond with the last day to withdraw for the term. Please contact the Bursar's Office for the last day to withdraw for a tuition adjustment.

ELIGIBILITY FOR REFUND OF TUITION, FEES AND OTHER INSTITUTIONAL CHARGES:

A student is not eligible for any refund if the student:

1. Fails to formally withdraw.
2. Is suspended for disciplinary reasons.
3. Withdraws when a disciplinary action or honor code violation is pending.
4. Withdraws from a class or classes while currently enrolled in other classes for the semester.
5. *Provides written confirmation that they will return for a future session in the same semester.

OFFICIAL AND UNOFFICIAL WITHDRAWALS

Officially Withdrawing:

1. To officially withdraw from the semester, a student must drop or withdraw from all courses for the term, or be administratively dismissed from the term.
2. Students contemplating dropping or withdrawing from courses are urged to first consult their student financial aid counselor for information regarding the impact of this action on their financial aid award.
3. To officially withdraw, the student must submit the online withdrawal form in their MyMercer student portal, upon submission the completed form will be submitted to the Registrar's Office for finalization. The completed form must be submitted to by the Registrar's Office before withdrawal can be finalized.
4. Refund calculations will be based upon the date the student officially notifies the Registrar's Office in writing or in person of his/her intent to withdraw.



5. Per federal regulations, a calculation for the return of federal funds (to the source of funding) will be completed within 30 days of the student “officially withdrawing.”
6. Any balance or overpayment created due to financial aid disbursements being returned to their original source of funding per the withdrawal calculation will become immediately due and payable, by the student, to the University and in some cases to the U.S. Dept. of Ed.
7. Once all calculations are completed, the Bursar Office will invoice the student for any outstanding balance.
8. *Session-Based students who officially withdraw from Session I and are also enrolled in Session II must provide written notification they plan to attend Session II classes. Without this written documentation, the student will be dropped from the Session II classes and a Term Withdrawal Calculation will be completed.

Unofficially Withdrawing:

1. Non-attendance or ceasing to attend a course(s) does not constitute an official schedule change, course withdrawal, or term withdrawal
2. Failure to “officially withdraw” will result in academic penalties and may affect the student’s Satisfactory Progress rating.
3. Students failing to officially withdraw will be held financially accountable for tuition, fees, and stipends issued to them for the term
4. If a student ceases attendance without notifying the University, a Federal statutory provision allows the University to use the midpoint of the payment period as the withdrawal date for calculating the return of financial aid funds. Otherwise, the University may use the student’s last verifiable day of an academically related activity.
5. Per federal regulations, a withdrawal date will be determined within 30 calendar days from the end of the semester for those students who ceased attendance without “officially withdrawing” from the University and those students who are determined not to have earned any credit for the semester.
6. Any balance or overpayment created due to financial aid disbursements being returned to their original source of funding per the withdrawal calculation will become immediately due and payable, by the student, to the University and in some cases to the U.S. Dept. of Ed.
7. Once all calculations are completed, the Bursar Office will invoice the student for any outstanding balance.

REFUND OF NON-TUITION CHARGES

1. If a student withdraws before the first day of classes for the term, housing and/or meals will be charged based on usage up until that point in time.
2. If a student withdraws prior to the beginning of the semester or during the official drop/add period, lab fees, facility/technology fees, books and material fees, and insurance premiums will be refunded.
3. If a student withdraws after the end of the official drop/add period, housing and meal plan refunds will be calculated by Residence Life and Auxiliary Services respectively, based on usage.
4. Pre-enrollment deposits and dormitory or housing deposits are non-refundable.
5. Insurance Premiums are non-refundable after waiver deadline.



6. Additional charges for housing and meals will be assessed on a prorated basis from the date of withdrawal until the student vacates the room and returns his/her key and keycard.
7. Additional Book and Material Fees may be assessed for items not returned by the deadline if participating in the Bear Book Bundle Program.
8. Once all calculations are completed, the Bursar Office will invoice the student for any outstanding balance.

WITHDRAWAL REFUND CALCULATIONS

The federal government requires the Office of Financial Aid to calculate how much Title IV aid a student has earned. Federal regulations state that a student earns Title IV aid based on the period of time he/she remains enrolled for a particular term.

A student who has completed more than 60% of the enrollment period is considered to have earned 100% of the Title IV aid awarded; no return of Title IV aid is required.

$$\frac{\text{ENROLLED DAYS}}{\text{DAYS IN ENROLLMENT PERIOD}} = \% \text{ OF TITLE IV EARNED BY STUDENT}$$

Per federal regulations, any federal funds not earned by the student must be returned to the Title IV program in the following order:

- Unsubsidized Federal Direct Stafford Loan
- Subsidized Federal Direct Stafford Loan
- Federal Direct Plus Loan
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant
- Other Title IV Aid Programs

Non-Title IV financial aid funds will be returned in the following order:

- State and other loans
- State and other grants/scholarships
- Mercer institutionally-funded loans
- Mercer institutionally-funded grants/scholarships
- Mercer endowment-funded loans
- Mercer endowment-funded grants/scholarships
- Other loans
- Other scholarships
- Student/parent payments



SEMESTER-BASED FEDERAL RETURN CALCULATION EXAMPLE

The following scenarios illustrate how Federal Return calculations are performed for semester-based programs:

Example:

First day of class: August 20
Last day of exams: December 14
Holidays: November 27-December 1 (Thanksgiving)

Number of calendar days in this enrollment period = 112 days

A Macon undergraduate student completes and submits a term withdrawal form in the Registrar's office on October 17th.

Total number of days student is enrolled = 59 days

$$\frac{112 \text{ DAYS}}{59 \text{ DAYS}} = 52.7\% \text{ CHARGES/AID EARNED BY STUDENT}$$

	Charges	Amount Retained	Amount Refunded
Tuition	\$19,223	\$10,130.52	\$9,092.48
Fees	\$150.00	\$79.05	\$70.95
Housing	\$2,320.00	\$1,222.64	\$1,097.36
Meal Plan	\$2,875.50	\$1,515.39	\$1,361.61
Total	\$24,568.00	\$12,945.60	\$11,622.40

Changes in the calculations below

Financial Aid Refund Calculation

Total Title IV Aid to be Returned		
\$4,245 x 47.3%	=	\$2,007.89
Total Non-Title IV Aid to be Returned		
\$10,290.35 - 2008	=	\$8,282.35



Title IV Aid	Disbursed	Amount Retained	Amount Refunded
Direct Subsidized Loan	\$1,750.00	\$0.00	\$1,750.00
Federal Pell Grant	\$2,495.00	\$2,237.00	\$258.00
Total Title IV Aid	\$4,245.00	\$2,237.00	\$2,008.00
Non-Title IV Aid	Disbursed	Amount Retained	Amount Refunded
GA Tuition Equalization Grant	\$350.00	\$0.00	\$350.00
Hope Scholarship	\$1,854.00	\$0.00	\$1,854.00
Mercer Scholarship	\$7,000.00	\$921.65	\$6,078.35
Total Non-Title IV Aid	\$9,204.00	\$921.65	\$8,282.35
TOTAL FINANCIAL AID	\$13,449.00	\$3,158.36	\$10,290.35

SESSION-BASED FEDERAL RETURN CALCULATION

	First Day of Session	Last Day of Session	Total # of days in Enrollment Period
Session 1	January 6th	March 3rd	57
Session 2	March 7th	May 3rd	58
Session 3	January 6th	May 3rd	118

Example:

A student is enrolled in 4 classes for the Spring term. Two of the classes begin on January 6th and two of the classes begin on March 7th for a total of 12 hours. The student begins both session 1 courses on January 6th. On January 22nd the student withdraws from both session 1 courses and drops both session 2 courses on the same day.

Total number of days student is enrolled = 17 days

$$\frac{\text{ENROLLED DAYS}}{\text{DAYS IN ENROLLMENT PERIOD}} = \% \text{ CHARGES/AID EARNED BY STUDENT}$$

$$\frac{17 \text{ DAYS}}{118 \text{ DAYS}} = 14.4\%$$



Charges	Session 1	Session 2	Amount Retained	Amount Refunded
Tuition	\$2,880.00	\$2,880.00	\$829.44	\$4,930.56
Fees	\$75.00	\$75.00	\$21.60	\$128.40
Total	\$2,955.00	\$2,955.00	\$851.04	\$5,058.96

Financial Aid Refund Calculation

Total Title IV Aid Earned		
\$5,120 x 14.4%	=	\$737.28
Total Non-Title IV Aid to be Returned		
\$5,120 - 737.28	=	\$4,382.72

Total Title IV aid to be returned by the Institution = Lesser of Unearned Title IV aid vs. Unearned Charges returned by the Institution.

Mercer to return \$4,340 in Title IV aid.

Title IV Aid	Disbursed	Amount Retained	Amount Refunded
Direct Unsubsidized Loan	\$4,452.00	\$112.00	\$4,340.00
Direct Subsidized Loan	\$668.00	\$668.00	\$0.00
Total Title IV aid	\$5,120.00	\$780.00	\$4,340.00

The amount of Title IV aid required to be returned by the student = Total Unearned Title IV aid - Amount of Title IV aid returned by the Institution

Title IV aid to be returned by the student is \$4,382.72 - \$4,340 = \$42.72



REFUNDS AND STIPENDS

All payments made by or on behalf of a student shall be receipted to his/her account. Refundable credit balances are processed on a regular basis by the Office of the Bursar. Credit balances resulting from overpayment by credit card payment will be refunded to the credit card. Credit balances resulting from financial aid will be refunded to the student through their Student Choice Refund option. A student may select their method of refund/stipend through their [MyMercer](#) student portal. Mercer currently offers Direct Deposit, Reloadable Prepaid Debit Card, or paper check. Paper checks are the default refund method and are mailed to the address listed on the Student's Master file. Each student is responsible for ensuring his/her address is accurate to avoid delays in receiving their check. The Bursar Office encourages students to enroll in Direct Deposit to ensure the fastest and most efficient handling of their refunds. If a credit balance is created by a Parent Plus Loan, the refund will be mailed via a paper check to the borrower of the loan.

UNCASHED CHECK POLICY

If a school attempts to disburse the credit balance from federal funds by check and the check is not cashed, the Bursar's Office will return the funds no later than 240 days after the date the check was issued. If a Direct Deposit of federal funds is rejected or a check returned to the school, the Bursar's Office may make another attempt to disburse the funds or the funds must be returned no later than 45 days after the rejection date. Any refunds that are rejected or returned and are generated by non-federal funds will be reattempted for five (5) years. After this timeframe, refunds will be escheated to the State.

REFUND APPEALS

The Retroactive Enrollment and Refund Appeal Committee was established to consider refund and/or retroactive withdrawal appeals from students who believe their extraordinary circumstances entitle them to additional consideration outside the University's Official Refund Policy. Student appeals must be submitted through their [MyMercer](#) portal by the beginning of the semester following the one in dispute. The committee meets each semester and responds in writing. This is the student's final venue of appeal.

BearCard Transfers

Students may transfer excess financial aid funds, or out-of-pocket payments, to their Mercer University BearCard, for use in the bookstore, vending machines, and laundry facilities, as well as other on- and off-campus locations.* In order to have excess financial aid transferred to your BearCard, a completed BearCard transfer request form must be submitted to the Bursar's Office prior to the disbursement of your financial aid. Requests for BearCard transfers must be submitted through the student [MyMercer](#) portal. Approved BearCard request forms will be processed no earlier than one week prior to the first day of class each semester. When excess financial aid credits are used, the amount of the BearCard transfer cannot exceed the amount of the credit on a student's account, or \$600 per term, without supporting documentation to show why additional funds are necessary. There is no dollar limit on BearCard transfers for out-of-pocket payments.

All funds transferred to the BearCard are *non-refundable* except upon graduation or withdrawal from Mercer University. BearCard funds cannot be withdrawn through a bank ATM. In the event a student loses financial aid eligibility, the student will be liable for all balances due to the University and excess BearCard funds may be rescinded and reapplied to your student account.

*For a full list of locations that accept BearCard as payment, visit <https://auxiliary.mercer.edu/bear-card/>.



Book Vouchers

Title IV regulations require that Mercer University provide our students with the ability to purchase books no later than the seventh day of the semester. As a result, Mercer offers our students the option to receive a book advance up to a maximum of \$600 per semester. Title IV book advances can be processed in the form of a Bear Card transfer or the student's refund method chosen in Nelnet. In order to qualify for a book advance, those students receiving Title IV aid must meet the following criteria:

- Title IV aid (only) must create a credit over and above the cost of tuition and fees, housing and meals
- All financial aid documentation must be completed, and aid must be eligible to be disbursed, no later than ten (10) days before the start of the term
- Students must be enrolled at least half-time in a credit program
- The amount of the advance cannot exceed the amount of the student's credit, or \$600 per term, without supporting documentation to show why additional funds are necessary
- Students must opt out of the Bear Book Bundle and Material Fee

Deadlines for requests vary each semester and can be found on the Book Funds Request Form and the Bursar's website. Students who do not meet the above eligibility requirements may still request a Bear Card transfer to use at the University bookstore.

General Information

Books: Books and other supplies are available at the Mercer Bookstore. The cost of books varies with the courses of study and course load.

Parking Fee: No fees are charged for University parking. However, parking decals are required and may be obtained from Mercer Police. Unauthorized or illegal parking violations are subject to fines set by Mercer Police, and vehicle impoundment. Failure to pay parking fines and penalties will result in the student being denied transcripts and clearance to register for further classes. Students disputing parking fines should contact Mercer Police.

Miscellaneous Fees: Fees or fines may be imposed for dorm or property damage, library fines, honor code violations, and campus safety violations.

Fire, theft, and damage to personal property: The University assumes no responsibility for damages or loss of personal property due to fire, theft, or other causes.

Student Identification: All Mercer students are required to have a valid student identification card. A validated I.D. is required for check cashing, dining hall, and library privileges.



The policies below provide a general overview of the School's financial aid policies. To learn more or to contact the Financial Planning Office with any additional questions, students can visit the Office of Student Financial Planning website at medicine.mercer.edu/student-affairs-and-services/financial-planning/.

- An applicant for financial assistance must be a U.S. citizen or eligible non-citizen.
- An applicant for financial assistance must be fully admitted as an eligible degree-seeking student to the University before financial assistance can be awarded. Students enrolled in Post Master Certificate Programs are not eligible for federal Title IV financial assistance.
- In most instances, financial assistance is granted only to students who enroll at least half time.
- Students receiving financial assistance from sources other than Mercer University are required to advise the Office of Financial Planning of this fact. A written statement that identifies the sponsor(s) and the amount of the award is required. Some adjustment of the original financial aid award may be necessary.
- Financial aid awards will be automatically credited to qualified students' accounts near the beginning of the payment period, provided that all necessary paperwork is complete.
- Students must be officially enrolled and attending class at the end of the term's drop/add period in order to receive financial aid for a class. Since financial aid is based on enrollment, enrollment changes may affect student financial aid award(s).
- Students who fail to earn a passing grade in all of their classes for a semester may be considered, for financial aid purposes, to have unofficially withdrawn from the University. If the institution cannot document that the student earned at least one grade during the semester, federal and state financial aid funds will be returned to the original source of funds in accordance with the Federal Return Policy.
- No financial aid will be disbursed while a student is in verification. Verification is the process in which the Federal Processor requires schools to verify the accuracy of information reported by students on the FAFSA. If a FAFSA is selected for verification by the Federal Processor, you will be notified by the Financial Planning Office and asked to furnish supporting documentation.
- The fact that a student receives an award one year, in no way automatically renews the application for subsequent years. Applicants are reminded to re-apply for financial aid annually.
- To be considered for financial aid, students must not be in default or owe a refund on federal or state funds.
- Students must make progress towards the completion of their courses of study, according to the "Satisfactory Academic Progress Standards" in order to retain financial aid eligibility.
- Recipients of financial assistance who become subject to disciplinary probation may forfeit financial aid during the period of probation.
- This institution complies with Title VI of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972 and does not discriminate against the handicapped or on the basis of race, color, religion, sex, or national origin.

Leave of Absence

Students may be granted a Leave of Absence (LOA) by the University for various reasons. These LOAs do not meet the conditions of the Title IV regulations for an "approved" leave of absence and therefore must be treated as a withdrawal for Title IV purposes. The withdrawal date is the date the student begins the leave of absence. Students on LOA are not eligible for in-school deferment of student loans.



Satisfactory Academic Progress for Financial Aid

FINANCIAL AID POLICY

1. Purpose

This policy defines Satisfactory Academic Progress (SAP) for all Mercer University School of Medicine matriculated students including those in the following programs:

1. Master of Family Therapy
2. Master of Science in Biomedical Sciences
3. Master of Science in Preclinical Sciences
4. PhD in Rural Health Sciences
5. Doctor of Medicine

2. Accountability

Under the Dean and with the assistance of the offices of Academic Affairs, Student Affairs and the Registrar, the Student Assessment and Promotion Committee (SAPC) and/or the Graduate Program Directors are charged with the responsibility for reviewing the satisfactory academic progress of all students matriculated at the Mercer University School of Medicine.

3. Applicability

This policy shall apply to all students who matriculate at Mercer University School of Medicine.

4. Policy

Sound academic principles require that students be required to maintain standards of Satisfactory Academic Progress. The following standards apply to all matriculating full-time or less than full-time students, regardless of their receipt of financial aid funds. The standards of Satisfactory Academic Progress measure a student's performance by qualitative measures (grade point average), quantitative measures (pace of completion) and maximum time allowance.

5. Satisfactory Academic Progress (SAP)

a. Satisfactory Academic Progress

- Satisfactory Academic Progress is the appropriate completion of degree requirements, according to published increments, that lead to degree completion with known completion limits.
- Student's academic progress will be reviewed on an annual basis, at the end of each academic year, with the exception of students enrolled in the Master of Science in Preclinical Sciences program who will be reviewed at the end of each semester.

b. Maximum Time Allowance

- Maximum time frame is defined by the School as the maximum number of years a student may attempt MUSM courses in the pursuit of a degree. Each year maximum time allowance will be evaluated to determine whether each student can complete the program without exceeding the maximum years allowed for that degree program. Each student will be evaluated to determine if he/she has made adequate progress toward his/her degree according to the table found on the next page.



Program	Maximum Time From Matriculation to Graduation*
Master of Family Therapy	6 Years
Master of Science in Biomedical Science	3 Years
Master of Science in Preclinical Sciences	2 Years
PhD in Rural Health Sciences	6 Years
Doctor of Medicine	6 Years

**For students not in full-time status the maximum time from matriculation to graduation may be prorated at a level up to 1.5 times the full-time maximum. Time spent in a Leave of Absence will be included in the total time in the program but time devoted to external scholarly programs may or may not be included in these time allowances at the decision of the program director or the Student Assessment and Promotion Committee (SAPC).*

c. Completion Rate (Quantitative Measure)

- As a part of the Satisfactory Academic Progress assessment, each student's Completion Rate will be evaluated by comparing the number of the credit hours earned with the minimum credit hours earned to maintain FA SAP. In order to achieve satisfactory academic progress, a student must maintain a minimum number of credits earned in accordance with the chart below.

Year	Minimum Credits Earned	Year	Minimum Credits Earned
Master of Family Therapy		PhD in Rural Health Sciences	
Year 1	9 hours	Year 1	13 hours
Year 2	18 hours	Year 2	26 hours
Year 3	27 hours	Year 3	39 hours
Year 4	34 hours	Year 4	52 hours
Year 5	41 hours	Year 5	58 hours
Year 6	48 hours	Year 6	64 hours
Master of Science in Biomedical Sciences		Doctor of Medicine	
Year 1	21 hours	Year 1	20 hours
Year 2	52 hours	Year 2	40 hours
Year 3	74 hours	Year 3	80 hours
Master of Science in Preclinical Sciences		Year 4	104 hours
Year 1	15 hours	Year 5	130 hours
Year 2	31 hours	Year 6	155 hours



- Courses with Incomplete, In Progress or Withdraw grades are not included as minimum credit hours earned. Transfer credits are included as minimum credits earned calculations.
- Transfer students into the MD Program will have 4 years to complete the program and their credits will be prorated. Periods of special independent study in which the student is remediating or completing work towards completion of degree requirements will be applied to the maximum completion time frame.
- When assessing SAP for students who were on an approved Leave of Absence during the evaluation period, the time spent on Leave of Absence will be calculated in the total maximum completion time.

d. Grade Point Average Requirements (Qualitative Measure)

- MUSM students will be evaluated to determine if they have achieved satisfactory levels of academic progress. GPA requirements for each program are noted in the table below.

Program	Grade Point Average Requirements
Master of Family Therapy	Students must maintain a cumulative GPA of 3.0. Grades less than “C” do not count towards degree requirements.
Master of Science in Biomedical Science	Students must maintain a cumulative GPA of 3.0. Grades lower than “C” do not count towards degree requirements and will result in dismissal.
Master of Science in Preclinical Sciences	Students must achieve a minimum 2.5 GPA after their first semester of enrollment and subsequently maintain a cumulative GPA of 3.0. Grades less than “C” do not count toward degree requirements and will result in dismissal.
PhD in Rural Health Sciences	Students must maintain a cumulative GPA of 3.0.
Doctor of Medicine	Students must receive a Satisfactory in Year I Foundations of Medicine Block I and Organ Systems Block II. Year II students must receive a Satisfactory in Organ Systems Block III and IV. Year III students must receive a Satisfactory in core clerkships and be allowed to continue to the Year IV curriculum by the SAPC. Year IV students must receive a Satisfactory in the 34 hours of academic work as prescribed in the Handbook.

- Successful completion of a course that was previously completed unsuccessfully does not remove the unsuccessful completion from your academic record.

e. Notification of Lack of Satisfactory Progress

- Following the annual evaluation, or semester evaluations for the MSPS program, and at any time that failure to meet SAP is noted, notification will be transmitted from the Office of Student Financial Planning to all students who have not met the standards for SAP. The notification shall indicate the nature of the deficiency and any consequences that have resulted or may result including financial aid ineligibility. A student who has lost eligibility for financial aid does not automatically regain eligibility simply by paying for his/her tuition and satisfactorily completing the coursework, nor by sitting out for a semester.

f. Financial Aid Warning Status

- There are currently no programs in the School of Medicine whose students qualify for financial aid warning status.



g. Financial Aid Ineligibility Status

- When the satisfactory academic progress review reveals that a student does not meet the quantitative measures, the qualitative measures and/or maximum time frame schedule, then that student becomes ineligible to receive Federal financial aid.

h. Appeal for Reinstatement of Financial Aid Eligibility

- Students who wish to appeal for reinstatement of financial aid eligibility should submit a written appeal to the Office of Student Financial Planning. Exceptional circumstances warranting an appeal and possible exception include, but are not limited to, circumstances such as the death of a relative and injury or illness of the student.
- An appeal form must be submitted and should include a detailed statement of the facts and circumstances supporting the appeal and the student's rationale for changing the determination. The appeal should be submitted prior to the last class day of the term in which the student is seeking financial aid funding. All appeal decisions are final.

i. Financial Aid Probation

- Financial Aid Probation is awarded to a student if the Appeal has been approved. While on "financial aid probation status", the student is eligible to receive financial aid funding for one semester.
- Students will be removed from Financial Aid Probation Status when they have fully complied with the School's Satisfactory Academic Standards.

j. Academic Plan

- An Academic Plan is created for a student who will not be able to complete the necessary benchmarks to regain SAP within one semester while on financial aid probation. The Academic Plan will include benchmarks that must be completed successfully for each successive term in order to continue to be eligible for financial aid. Students must file an appeal to the Office of Student Financial Planning to be considered for an academic plan.

k. Dismissal or Withdrawal

- Students who are dismissed or who have voluntarily withdrawn from the School are not making satisfactory academic progress and are not eligible to receive financial aid.

l. Documentation

- Documentation of decisions concerning financial aid probation and/or academic plan, appeal or re-establishment of satisfactory academic progress shall be transmitted to the student and will be maintained in the student file in accordance with the MUSM record retention requirements.

m. Dissemination

- This policy shall be published in the same manner as other academic policies of the School including online publication.

n. Standards for Satisfactory Academic Progress Established Upon Matriculation

- Standards for Satisfactory Academic Progress that are distributed to a student upon matriculation are applicable for the duration of the student's continuous matriculation in the same program unless any changes in the standards are made. These changes will be posted.



Funding Sources

Mercer University's financial aid programs are administered in conjunction with a federally established policy and philosophy of financial aid for education. The basis of this policy is the belief that the costs of education should be the primary responsibility of the student and/or the student's family. Financial aid is available to students in the form of scholarships and loans to reduce the difference between the cost of an education and expected family contributions. In order for a student to be considered for every type of assistance available (i.e., Federal, State, and University sources), a Free Application For Federal Student Aid (FAFSA) must be submitted each year. Students may complete the FAFSA online at studentaid.gov/fafsa.

INSTITUTIONAL SCHOLARSHIPS

All University administered scholarships are highly competitive and, despite the generosity of University friends and alumni, there are not enough funds to provide scholarship aid to all qualified students.

ENDOWED AND EXPENDABLE SCHOLARSHIPS

Endowed and expendable scholarships are awarded to students based on financial need and specific criteria established by the donor of each scholarship. All students who complete, and furnish parental data, on the Free Application for Federal Student Aid (FAFSA) will automatically be reviewed for all endowed and expendable scholarships as long as funds remain available. No separate application is required. Priority will be given to qualified applicants who submit a FAFSA by the appropriate priority deadline.

- Halstead Tindal Anderson Memorial Scholarship
- AXA Foundation Scholarship
- T.E. Bloodworth Scholarship
- Dr. Egbert C. and Susie P. Bridges Scholarship
- T. & V. Broome Scholarship
- Carroll/Haralson Co. Medical Student Scholarship
- Cherokee Brick & Tile Scholarship
- Mallie Adkin Clark Scholarship
- John Eustace and Leila Denmark Scholarship
- Charles M. Farrar, Jr and Elizabeth M. Farrar Memorial Scholarship
- Mary E. Fountain Medical Scholarship
- Georgia Bone & Joint Scholarship
- Dr. Howard Glover, Jr Scholarship
- Dr. R.B. & Dr. H. Goldin Memorial Scholarship
- Dr. Godsey Endowed Scholarship
- R. Kirby Godsey Scholarship
- Frank B. & Dorothy H. Graham Scholarship
- Marshall T. Hahn Scholarship
- Marion Campbell Hatcher Scholarship
- Dr. W. Derrell Hazelhurst Scholarship
- John Hudson Scholarship
- Mary Johnson & Dr. Paul C. Tucker, Jr. Scholarship
- Medical Education Endowed Scholarship
- MUSM Class of 2002 Scholarship
- MUSM Class of 2003 Scholarship
- MUSM Class of 2005 Scholarship
- MUSM Endowed General Scholarship
- MUSM Endowed Minority Scholarship
- MUSM Mission Fulfillment Scholarship
- MUSM Unrestricted Scholarship
- Daniel E. & Muriel H. Nathan Scholarship
- Luther W. New Scholarship
- Ralph G. Newton, Jr. Memorial Scholarship
- Ralph G. Newton, Sr. Memorial Scholarship
- Claude L. & Kay R. Pennington Scholarship
- Frank C. Pinkston Scholarship
- Mamie Eugenia Porter Scholarship
- Jack H. Powell Scholarship
- Marion D. & Madge P. Reed Scholarship
- Ralph D. Roberts Scholarship
- J. S. Robinson Scholarship
- J. Roy Rowland Scholarship
- Ruth Resseau Scholarship
- Shurden Family Scholarship

STUDENT FINANCIAL AID POLICIES



- Charles H. Jones Scholarship
- S. Gus Jones Scholarship
- Judy Jones Scholarship
- K. Wayne & Patty Jones Scholarship
- Edward C. Klatt, M.D. Endowed Scholarship
- David and Jane LaGuardia Scholarship
- Doris Lawrence Scholarship
- W. Earl Lewis Scholarship
- Robert P. Lufburrow Memorial Scholarship
- T. Raleigh & Gail H. Mann Scholarship
- Dean Dubose Smith Scholarship
- Helen Stinson Smith Scholarship
- John & Bonnie Stepan Expendable Scholarship
- Margaret M. Sumner Memorial Scholarship
- Carolyn Thorpe Volpe Scholarship
- James H. Whaley Scholarship
- Dr. Marion S. Whitehead Memorial Scholarship
- Doris Kate Williams Scholarship
- Norris C. Williams Scholarship

Nathan Deal Scholarship

The Nathan Deal Scholarship covers 85 to 100% of MUSM tuition for a maximum of four (4) academic years. Upon completion of residency, four (4) years of continuous full-time medical practice in a medically underserved rural Georgia county is required. The medical practice must accept Medicaid patients. Students must be enrolled or accepted for enrollment in the 4-year MD program and be a Georgia resident with strong ties to rural Georgia. Applications are available online at <https://medicine.mercer.edu/student-services/financial-aid>.

Primary Care Mission Scholarship

The Primary Care Mission Scholarship covers 100% tuition for the final two years of medical school for all students enrolled in the 3 Year Accelerated Track Program. Upon completion of residency, 3 years of Family Medicine or General Internal Medicine practice in a rural or medically underserved Georgia county is required. The medical practice must accept Medicaid patients. No separate application is required. Students apply for the 3 Year Accelerated Track Program during their first year of medical school.

Underrepresented in Medicine Scholarship

The Underrepresented in Medicine Scholarship is awarded by the Underrepresented in Medicine Scholarship committee based on demographic and socio-economic information, admissions rankings, and mission potential. No separate application is required.

Biomedical Sciences Scholarship

The Biomedical Sciences Scholarship covers the last 54 hours of tuition for all students enrolled in the Masters of Biomedical Sciences Degree program. In addition, scholarship recipients can earn a \$1,500 per month stipend beginning in January of their first academic year. No separate application is required.

FEDERAL LOAN FUNDS

Federal Direct Unsubsidized Loans

Students who attend school at least half time may be eligible to receive Federal Direct Unsubsidized Loans. Completion of the FAFSA serves as application for the unsubsidized loan. The maximum annual loan limits that students may be eligible to borrow are: \$42,722 for MD Year 1, 2, 4 students, \$47,167 for MD Year 3 students, and \$20,500 for graduate students. The aggregate limit (undergraduate and graduate study combined) is \$224,000 for MD students and \$138,500 for graduate students. Interest accrues from the date of disbursement; however, repayment is not required until six months following withdrawal or graduation from school. The lender deducts a 1.057% processing fee before the funds are disbursed. The interest rate is fixed at 5.28% for the 2021-22 school year. All first time borrowers are required to complete graduate entrance counseling and a promissory note before the first disbursement of their loan can be made.



Federal Direct Graduate PLUS Loans

Students who attend school at least half-time may be eligible to receive Federal Direct Graduate PLUS loans. Completion of the FAFSA serves as application for the Graduate PLUS loan. Unlike the unsubsidized loan, eligibility for the Grad PLUS loan is based on the student's credit history. If there is anything adverse on the credit report, a co-signer may be required. The annual amount a student may borrow is equal to the cost of attendance minus all other financial aid that the student is receiving. Interest accrues from the date of disbursement; however, repayment is not required until six months following withdrawal or graduation from school. The lender deducts a 4.228% processing fee before the funds are disbursed. The interest rate is fixed at 6.28% for the 2021-22 school year. All first time borrowers are required to complete graduate Entrance Counseling and a promissory note before the first disbursement of their loan can be made.

Primary Care Loan

A very limited number of 5% Primary Care Loans are available to students who have financial need and agree to complete a primary care residency training program and practice primary health care for either 10 years or through the date on which the loan is repaid in full, whichever occurs first. Primary Care is defined as family medicine, general internal medicine, pediatrics, or preventive medicine.

INSTITUTIONAL LOAN FUNDS

A limited number and amount of institutional loan funds are administered through the University. These funds are awarded on a restricted basis.

- Hazel Anderson Revolving Loan
- Central Georgia Loan Fund
- MUSM Mission Compliance Loan
- MUSM Revolving Student Loan
- Porter Foundation Revolving Student Loan



Academic Integrity

Mercer University strives to be a Community of Respect that includes respect for academic integrity. Students operate under an honor system and will exhibit the values of honesty, trustworthiness, and fairness regarding all academic matters. Students, faculty, and staff are expected to report any violations in the forms of, but not limited to, cheating, plagiarism, and academic dishonesty to the honor council appropriate for their campus and program.

Procedures related to Honor Systems and Academic Integrity are outlined in the specific handbooks for each campus and can be found on the Provost website at <http://provost.mercer.edu/handbooks>.

The Honor System

Academic integrity is maintained through an honor system. The Graduate Honor System is governed by policies established by the University Graduate Council. It draws upon the traditions of integrity and academic freedom — a freedom within the academic community which is based on a trust between students and faculty. The Honor System imposes upon each student the responsibility for his or her own honest behavior and assumes that each student will report any violations of the Honor Code.

The Graduate Honor System is administered by an honor committee composed of five members of the graduate faculty who are responsible for decisions regarding alleged violations. The committee's decisions are binding on the student involved but may be appealed to the chief academic officer of the University.

Degree Programs

The School of Medicine offers the following degree programs. For specific information on the degrees offered and their requirements, see the individual degree listing.

1. Doctor of Medicine
2. Master of Science in Biomedical Sciences
3. Master of Science in Preclinical Sciences
4. Master of Family Therapy
5. Doctor of Philosophy in Rural Health Sciences

Course Numbers

GRADUATE LEVEL COURSES IN THE SCHOOL OF MEDICINE BY PROGRAMS

Master of Science in Preclinical Sciences

600 Level: Numbering system for graduate courses in the MSPCS program is the prefix BMS.

Master of Science in Biomedical Sciences (BMS)

600 Level: Core courses

700 Level: Research courses

Master of Family Therapy

600 Level: Core and Elective courses

700 Level: Practicum Sequence courses

PhD in Rural Health Sciences

800 Level: Numbering system for the PhD Program is the prefix RRL.



Grading System and Quality Points

Cumulative grade point averages are computed using a quality point system. The interpretation of the letter grades and their quality point values is as follows:

GRADE	INTERPRETATION	QUALITY POINTS PER CREDIT HOUR
A	Excellent	4.0
B+	Good	3.5
B	Good	3.0
C+	Average	2.5
C	Average	2.0
F	Failure	0
FQ	Failure-Quit Attending/Never Attended	0
S	Satisfactory	*
U	Unsatisfactory	*
ABX	Absent from final examination	*
IC	Incomplete	*
IP	In Progress (Continuing)	*
AU	Audit	*
W	Withdrawal	*
Z	Grade Not Reported	*

*These grades are not calculated in the GPA.

Academic Load

An academic load for M.D. students to be considered full-time is 12 semester hours for the fall and spring terms and 6 semester hours for the summer term.

Registration

Registration is required for admission to any class. Students are not allowed to attend class if they are not officially registered by the first day of class.

Satisfactory/Unsatisfactory (S/U) Grade

Some courses are offered only on the basis of satisfactory/unsatisfactory grading; this grading option is stated in course descriptions. Hours earned with a satisfactory grade will be added to the total required for graduation, but will not affect the cumulative grade point average; an unsatisfactory grade will result in no hours earned and in no penalty to the cumulative grade point average.

The satisfactory grade requires a standard of achievement equivalent to that which is usually awarded the grade of C or better.



ABX and Incomplete (IC)

The grade of ABX denotes that the student was absent from the scheduled final examination because of sickness or another valid and compelling reason that is satisfactory to the professor. A makeup exam must be completed by the course withdrawal deadline of the semester after the ABX was earned. If the student does not complete the required work within the time specified, the grade automatically converts to an F.

The grade of IC (incomplete) indicates that a small part of the semester's work remains incomplete because of illness or reasons satisfactory to the professor. All course work must be completed by the course withdrawal deadline of the semester after the IC was earned. If the student does not complete the required work within the time specified the grade automatically converts to an F.

In Progress (IP)

The IP (in progress) grade is awarded only in graduate practicum or research courses, which may extend beyond the end of the semester. A student is expected to finish "in progress" work based on the timetable established by the professor issuing the IP grade, and, at the latest, by the course withdrawal deadline of the semester after the IP was earned. If the student does not complete the required work within the specified time, the grade automatically converts to an F.

Schedule Changes, Course Withdrawal and Term Withdrawal/Resignation

SCHEDULE CHANGES

Course changes may be made on or before the dates specified in the calendar for the graduate programs. Students wishing to change courses prior to the beginning of classes must use the on-line registration system or completing and returning a Schedule Change Form or by contacting the Registrar's Office.

COURSE WITHDRAWAL

Students may withdraw from a course with a grade of W after the drop/add period and on or before the last day for withdrawals, as shown in the current calendar. A student who withdraws after the deadline will receive an F, except in extreme personal circumstances and with appropriate documentation. To be officially withdrawn from a course, students must request withdrawal by completing the Online Course Withdrawal Form via their MyMercer account (graduate students only), or complete and return a paper withdrawal form to the Registrar's Office. MD students are to follow the stated guidelines as documented in their student handbook. Please note that the Office of the Registrar is the designated office for withdrawals.

Students should read the financial information section of the catalog and contact the Financial Planning Office before officially withdrawing from a course. Financial aid could be reduced upon withdrawal.

TERM WITHDRAWAL/RESIGNATION

Term withdrawal (resignation) occurs when a student officially withdraws from all courses in which s/he is enrolled at any time after the end of the drop/add deadline for a given semester. Please note that a student must withdraw from all courses for the semester in order to complete a term withdrawal. The effective date of withdrawal is the date the form is received by the Office of the Registrar. Grades of W will be awarded for all of a student's courses when s/he officially withdraws before the published withdrawal deadlines for the semester. In order to receive grades of W, a student must complete the Term Withdrawal Form and submit it to the Office of the Registrar by the announced deadline. A student who withdraws after the deadline must



complete the form for official withdrawal, but grades of F will be recorded for his/her classes. In extreme personal circumstances and with appropriate documentation, a student may appeal to the dean to have grades of W awarded when officially withdrawing after the deadline.

Non-attendance or ceasing to attend a course(s) does not constitute an official schedule change, course withdrawal, or term withdrawal. Failure to officially withdraw will result in academic and financial penalties.

A student who withdraws from a course or from the University when a disciplinary action or honor code violation is pending is not necessarily exempt from a sanction and the final outcome may disqualify the student from receiving a refund.

Information on Mercer's refund policies can be found in the "Financial Information" section of this catalog.

Application for Degree

A student who expects to qualify for a degree must apply for the degree through the Office of the Registrar by the date specified in the calendar.

Thesis and Dissertation Requirements

Some degree programs require that each degree candidate write a thesis as part of the degree program. A dissertation is required of all candidates for the Doctor of Philosophy degree. Students who are writing a thesis or dissertation should obtain, from their graduate directors, a copy of the regulations for preparing and submitting a thesis or dissertation. These regulations should be followed carefully in preparing the manuscript. After approval by the appropriate committee within the school, a thesis or dissertation should be submitted to the Provost of the University, accompanied by a receipt indicating payment of all applicable graduation and thesis/dissertation fees.

Participation in Commencement Ceremonies

Only those students who are in a position to complete all requirements for graduation by the end of the spring semester may participate in the commencement ceremony for that academic year.

Participation in the graduation ceremony does not necessarily represent conferral of the degree. Degrees are awarded at the end of the terms in which all requirements are met.

Awarding of Degrees

The University awards degrees at the end of each semester. Diplomas will be released to students and transcripts annotated upon the certification of completion of all degree requirements. Please note that in some master level programs, degrees are not ordered until after all degree requirements are met. A commencement ceremony is held in May of each year.

Student Records (Transcripts)

A student may obtain a copy of his/her academic record (transcript) by sending a written request to Mercer University School of Medicine, Office of the Registrar, 1501 Mercer University Drive, Macon, Georgia 31207. Telephone or e-mail requests will not be honored.

The University does not provide copies of official transcripts received from other schools or institutions.



Name Change

Name changes are processed in the Office of the Registrar by completing an Address-Name Change form. You will need to submit at least one legal/government issued document to support the name change.

Acceptable documents include:

- Driver's License
- Marriage License
- Divorce Decree
- Passport (must be recent)

When ordering diplomas, the name that is currently listed in the Student Information System will be the name listed on the diploma.

Post-graduation: Name changes requests made after a student has graduated will not be honored. The name on the diploma at the time of graduation will remain the official name of record to avoid confusion of identities in completing medical education verification request.

VA Benefits

MILITARY ALLIANCE

You value service over self. So do we. Mercer's commitment to our active duty military, veterans, and their families has earned us a federal designation as a "Principles of Excellence" institution. And it's why we've been named a Military Friendly School and Georgia's First Purple Heart University.

ACTIVE MILITARY AND VETERAN EDUCATION BENEFITS

- Post-9/11 "Forever" GI Bill® (Chapter 33 Benefits)
- Transfer of Post-9/11 GI Bill® Benefits to Dependents (TEB)
- Monthly Housing Allowance (MHA)
- Montgomery GI Bill® (Chapter 30)
- Fry Scholarship (Chapter 33)
- Survivors' and Dependent's Educational Assistance (Chapter 35)

GETTING STARTED WITH VA BENEFITS

Complete the Veterans Online Application (VONAPP) (VA Form 22-1990) at benefits.va.gov for education and training benefits. The VA Regional Processing Office will process your application and determine eligibility.

- If you are a transfer student, use VA Form 22-1995.
- If you are a survivor or dependent of a veteran, use VA Form-5490.

School Certifying Officials within the School of Medicine will submit enrollment certification through VA Once to the Department of Veterans Affairs each semester that the student is eligible for benefits.



Educational Methodology

ORGANIZATION

The four-year curriculum is taught on our Macon, Columbus, and Savannah campuses. The curriculum has been organized and designed to support the mission of the school to train physicians to meet the health care needs of rural and other underserved areas of Georgia. The curriculum is patient-centered providing early application of medical and clinical knowledge in a variety of classroom and clinical venues. The program fosters the development of independent, life-long learning skills.

YEAR I AND YEAR II

Student assessment and evaluation is identical across campuses.

Patient-Based Learning (PBL) Curriculum

Patient Based Learning Curriculum progresses over four semesters of 18 weeks. Each semester includes a course for basic science (PBL Blocks), medical practice, and population health for medical research (PHMR). Year 1 fall semester includes an emergency responders course (EMR 600). There are two additional classes that are outside of these four semesters: Population Health 600 and Population Health 700.

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
YEAR I		Foundations of Medicine Block 1: Biochem/Development-Cancer/ Host Defenses/Microbiology-ethics					Population Health Visit 1	Organ Systems 1 Block 2: Neuroscience/Behavior/ Dermatology/MSK					
		Population Health Medical Research 1						Population Health Medical Research 2					
		Medical Practice 1						Medical Practice 2					
		Emergency Medical Response						Advanced Cardiac Life Support 1					
YEAR II		Organ Systems 2 Block 3: Cardiology/Pulmonology/Renal					Organ Systems 3 Block 4: GI/Hematology/Endocrinology/Reproduction					Population Health Visit 2	
		Population Health Medical Research 3					Population Health Medical Research 4				Step 1 Prep		
		Medical Practice 3					Medical Practice 4						
		Advanced Cardiac Life Support 2					Advanced Cardiac Life Support 3						
YEAR III	①	OB/GYN	Psych	Internal Medicine		*	Surgery		Pediatrics	Family Medicine		**	Elective
	②	Surgery		Pediatrics	Family Medicine		*	OB/GYN	Psych	Internal Medicine		**	Elective
YEAR IV	***	CP=CPEX CM=Community Medicine Sub-I=Sub Internship CW=Capstone Week										CW	
		Selective Rotations (8 wks)			Elective Courses (16 wks)								
		CM (4 wks)			Sub-I (4 wks)					Discretionary Time (8 wks)			

① Track 1 (half of class) *Health Systems Course | **MPRA Clinical Skills and Telemedicine Experience | ***Personal Wellness Course

② Track 2 (half of class) Year III for AY 2021-2022 | Year IV for AY 2022-2023

1. PBL Blocks

The goal of PBL Blocks is to promote medical knowledge, professionalism, communication, and interpersonal competencies. Medical students acquire medical knowledge through the integrated study of the traditional disciplines of anatomy, behavior science, biochemistry, cell biology, histology, immunology, microbiology, neuroscience, pathology, pharmacology, and physiology. The foundations of medicine block includes introductory material supporting general mechanisms of disease, introduction to



medical practice history and physical examination, and gross anatomy. Organ systems blocks introduce students to normal structures and functions as well as the diagnoses, pathophysiology, and treatment of disorders. PBL blocks also include a knowledge component of medical practice and medical ethics. Medical students acquire experience in the areas of professionalism, communication, and interpersonal skills through peer-to-peer interactions that occur in weekly small and large group sessions. The PBL curriculum is divided into the following four blocks:

PBL Block 1 – (MED FOM 600, Foundations of Medical Science)

Module 1 (4 weeks): Upper Limb Anatomy, Biochemistry, Basic Histology, and Cell Biology

Module 2 (4 weeks): Lower Limb Anatomy, Embryology, Genetics, and Cancer Biology

Module 3 (4 weeks): Immunology, Basic Bacteriology, and Basic Virology

Module 4 (4 weeks): Nutrition, Immunology, Parasitology, and Mycology

PBL Block 2 – (MED ORG 610, Organ Systems 1)

Module 1 (6 weeks): Nervous System and Special Senses/ Neuroscience

Module 2 (6 weeks): Behavioral Health/ Brain and Behavior, Family Systems

Module 3 (5 Weeks): Skin and Subcutaneous Tissue/Dermatology, Musculoskeletal System

PBL Block 3 – (MED ORG 700, Organ Systems 2)

Module 1 (6 weeks): Cardiovascular

Module 2 (5 weeks): Pulmonology

Module 3 (6 weeks): Renal

PBL Block 4 – (MED ORG 710, Organ Systems 3)

Module 1 (5 weeks): Gastroenterology

Module 2 (4 weeks): Hematology

Module 3 (4 weeks): Endocrinology

Module 4 (4 weeks): Reproduction

2. Population Health & Medical Research Courses and Population Health Rotations

PHMR is an intentional progression designed to provide students the skills necessary both to execute a high-quality Population Health project during population health rotations and to engage in extracurricular research with a faculty mentor. The courses also identify the needs of rural and other underserved communities and develop students' skills for addressing those needs. Each PHMR course is offered concurrently with the basic science blocks, and meets longitudinally during the semesters in a large group format. The pass score on exams for PHMR will be 70%. Students scoring below 70% will be provided with an opportunity for remediation.

- **PHMR 1 (MED PHMR 600)** provides the necessary context in rural health and population health principles, including specific training in conducting community needs assessments. At the end of PHMR 1, students will have learned the skills necessary to identify an area of need within a community and understand the dynamics influencing that need.



- **Population Health Rotation 1 (MED POH 600)** provides the opportunity to practice medicine in a rural and/or medically underserved community. This 3-week rotation occurs in January, between the first and second semesters. Students prioritize community-centered population health needs using valid research and epidemiological methods and data resources. They identify linkages between families and their patients' overall health and well-being. They become immersed in the professional and community responsibilities of a physician working within a rural and/or medically underserved area. And they develop the initial structure for a population health initiative that will be completed in Year 4 of their medical education.
- **PHMR 2 (MED PHMR 601)** provides instruction in research ethics, design, and methodology. At the end of PHMR 2, students will have learned the skills necessary to design a research project to investigate a specific hypothesis or answer a specific research question.
- **PHMR 3 (MED PHMR 700)** teaches students how they, as future physicians, will interact with a complex healthcare system. PHMR 3 also provides professional development in the business of medicine, CV building, grant-writing, economic development, leadership, and dissemination of research findings. At the end of PHMR 3, students will have learned the skills necessary to effectively translate the research skills covered in previous courses into their future careers as community-responsive physicians.
- **PHMR 4 (MED PHMR 701)** covers epidemiologic and biostatistical principles, including hands-on opportunities to work with simulated research findings. At the end of PHMR 4, students will have learned the skills necessary to analyze and interpret research findings, and evaluate the impact of a research study.
- **Population Health Rotation 2 (MED POH 700)** is the second of three rotations prescribed in the Population Health curriculum. During this rotation, scheduled at the end of Year 2, students return to their community with additional knowledge, skills, and experience. Throughout the three-week experience, they actively participate in community and clinical medicine in a familiar environment, supported by educational experiences gained in the first two years of medical school. For their population health initiative students prepare materials and conduct a pilot study of the Year 4 Project.

3. Medical Practice (MP) Courses

The goal of Medical Practice is to train students to deliver compassionate, appropriate, and effective care to patients. The medical practice curriculum is designed to develop and refine the clinical interview, physical examination, and documentation skills, all of which are fundamental to the sound practice of medicine. In addition, the medical practice curriculum includes components that promote medical ethics, professionalism, communication and interpersonal skills. Medical Practice is comprised of four courses:

- **MP 1 (MED MPRA 600, Basic History and Physical Exam)** introduces medical students to the skills of patient care. This course promotes the practices of history taking (past medical history & family history) performing a complete physical exam (vital signs, eye exam, HEENT exam, cardiovascular exam, pulmonology exam, and gastrointestinal exam). MP 1 trains students to document a detailed, clinical note. Emphases are on completeness of the exam and thoroughness of the note.
- **MP 2 (MED MPRA 601, Basic Clinical Exams-Organ Systems 1)** reinforces the history and physical exam skills learned in MP 2 while introducing complete neurological and musculoskeletal exams. Emphases are on performing a comprehensive exam and documenting a thorough note.
- **MP 3 (MED MPRA 700, Focused Clinical Exams-Organ Systems 2)** advances the clinical skills required to perform cardiovascular and pulmonology exams. This course connects cardiac and



pulmonary sounds with specific pathological findings. Emphases are on obtaining a focused history, completing a focused physical examination, and utilizing appropriate clinical reasoning.

- **MP 4 (MED MPRA 701, Focused Clinical Exams-Organ Systems 3)** advances clinical skills with respect to the gastrointestinal system and introduces the physical exams of the genital urinary system. Delivering bad news is covered in this course. Emphases are on obtaining a focused history, completing a focused physical examination, and utilizing appropriate clinical reasoning.

YEAR III

The 48-week Year III program includes six core clerkships, the Healthcare Systems course, the Medical Practice Reasoning Assessment (MPRA) Clinical Years and Telehealth Experience, and a patient care experience. The clerkships are Internal Medicine (10 weeks), Surgery (7 weeks), Psychiatry (5 weeks), Pediatrics (7 weeks), Family Medicine (7 weeks), and Obstetrics and Gynecology (5 weeks). The clerkships include a blend of ambulatory and hospital-based patient care to provide the students with a comprehensive clinical experience necessary for a general medical education. The main clinical sites include Atrium Health Navicent The Medical Center and HCA Coliseum Medical Center in Macon, HCA Memorial University Medical Centre in Savannah, and Piedmont Columbus Regional Medical Center and St. Francis Hospital in Columbus, with other sites throughout the state as available. Integrated within the clerkships, there are seminars in radiology and ethics.

The week-long Healthcare Systems Course (MED 802) is designed to augment the clinical education provided during clerkships by addressing the following topics: clinical reasoning, the US healthcare system, patient safety, quality improvement, teamwork, leadership, and communication in healthcare, and the economics and management of chronic disease. The content is delivered through a combination of pre-session assignments, large group interactive sessions, and small group discussion.

Year III concludes with a 6-week intersession composed of the 2-week MPRA Clinical Years and Telehealth Experience and a 4-week patient care experience. During the MPRA Clinical Years and Telehealth Experience, students will participate in both synchronous and asynchronous virtual activities aimed at polishing history taking, physical examination, clinical reasoning, presentation, and telehealth skills and will participate in the MPRA event during which the student performs two patient encounters and receives feedback on presentation skills, approach to clinical reasoning, and documentation from clinical faculty. Finally, a student must complete a patient care experience in post-clerkship Year III. Patient care experiences include sub-internships, selectives, electives, and prescriptive rotations. This patient care experience serves as an opportunity for students to explore potential career paths and network with residency programs at Mercer-affiliated clinical sites in Georgia. For students who have struggled with one or more of the clerkship disciplines, this time can be used for an additional course of study in that discipline.

MP 5 (MED MPRA 801, Medical Practice Reasoning Assessment Clinical Years and Telehealth Experience): During this 2-week course, students will participate in both synchronous and asynchronous virtual activities aimed at polishing history taking, physical examination, clinical reasoning, presentation, and telehealth skills. The student will also be scheduled for the MPRA Clinical Years event one day during the course. The MPRA consists of two 15-minute patient encounters, each followed by 10-minutes for note writing. Later that same day, the student will meet individually with clinical faculty to present and discuss the cases, allowing students to gain specific feedback on presentation skills, approach to clinical reasoning, and documentation. This is very similar to the experience of a clinical resident working under the supervision of an attending physician. Performance of each student will be reviewed and remediation, if appropriate, will be determined by the Deans of Academic Affairs.



YEAR IV AY 2021-2022 *THIS DOES NOT APPLY TO AY 2022-2023

The Year IV program is intended to allow students to round out their clinical training experience while exploring different specialties as career options. The Year IV program includes four required 4-week experiences; one in Community Medicine, two 4-week selectives in Critical Care, Emergency Medicine, Geriatric/Palliative Medicine, or a pre-selected Sub-Specialty selective and a 4-week Sub-Internship. Of the selectives, the student will be required to take one selective from two of the following categories: Critical Care (MICU, PICU, STICU, NICU, CVICU), Emergency Medicine Geriatric Medicine and pre-selected Sub-Specialty combination selectives. The Sub-Internship and Emergency Medicine Selective requirements may be achieved at a non-MUSM teaching facility if it is labeled as such in VSLO and meets the requirements of the equivalent MUSE course or meets with Year IV Sub-Committee approval if it is not listed in the Year IV Catalog. Students are required to complete a minimum of 16 weeks of elective courses for credit. Students must complete a minimum of 8 weeks of elective courses that have significant patient contact/patient care responsibilities (PCR) of which at least four (4) must be MUSM-sponsored electives with PCR. No more than 8 weeks in one sub-specialty will be credited towards the 16 weeks of elective time needed for graduation. Unscheduled time (weeks of vacation time) is provided for residency interviews, vacation and personal time.

In addition, there is a Medical Ethics paper for senior students that is required. The senior year is completed after the successful completion of a one (1) credit hour Capstone course designed to prepare the senior student for their entry into their Internship Year.

USMLE STEP 1

A passing score on the USMLE Step 1 examination, as prescribed by the USMLE, is required for entry into the Year III curriculum. However, a student who has otherwise satisfactorily completed the Years-I and –II curricula but who is awaiting notification of USMLE Step 1 scores may begin the first clerkship. If the student subsequently receives notification that they have failed Step 1, the student is expected to complete that clerkship. If the student satisfactorily fulfills the requirements for the clerkship, they will be given academic credit for that clerkship (otherwise they will be given no credit for the clerkship). Once the clerkship is completed, the student will be withdrawn from Year III and be required to complete Independent Study until the Step 1 exam has been retaken. After the second attempt, the student may re-enter the curriculum at the start of a new clerkship prior to receiving their score. If a passing score is achieved then he/she may continue in the Year III clerkship; however, if a failing score is obtained the student must leave the clinical rotation, take a Leave of Absence, and may not return to the curriculum until a passing score is obtained.

Dismissal from MUSM shall be recommended for any student who fails to pass the USMLE Step 1 after three attempts.

USMLE STEP 2

MUSM students are required to achieve a passing score, as defined by the USMLE, on the USMLE Step 2 CK (Clinical Knowledge) examination as a requirement for successful completion of the curriculum, and thus to be eligible for graduation. USMLE Step 2 CK can be taken after successful completion of the six core clerkships in Year III.

PC-ACT PROGRAM

MUSM M.D. students can apply to one of three primary care, accelerated track (PC-ACT) core specialties: family medicine, internal medicine, and pediatrics. Once accepted into the program, the PC-ACT students can complete their M.D. degree in three years. Medical students enrolled in these three tracks must complete the same courses during their first and second year as their 4-year M.D. degree counterparts.



This includes passing the USMLE step 1 exam. In addition, the PC-ACT students must complete POH 900 and the specialty-specific ACT-1, ACT-2, ACT Clinical Experiences #1, and ACT Clinical Experiences #2 courses. The specialty specific ACT-2 course counts as an entire clerkship (pediatrics and family medicine) or part of a clerkship (internal medicine). During the clerkship phase, the PC-ACT students must complete the remainder of the clerkships. Some of the clerkships are truncated in time but preserved with respect to required clinical encounters and learning objectives. PC-ACT students in the family medicine program are required to take a family medicine sub-internship and the transition to residency course. PC-ACT students in the internal medicine program are required to complete two weeks of emergency medicine, two weeks of critical care, and a 4-week internal medicine sub-internship. PC-ACT students in the pediatric program are required to complete 2-weeks in critical care, a 4-week pediatric sub-internship, and a 2-week transition to residency course. All students in the PC-ACT program must pass the USMLE step 2 CK.

GRADUATE EDUCATION – RESIDENCY TRAINING

MUSM sponsors graduate medical education (GME) programs at Atrium Health Navicent The Medical Center and HCA Coliseum Medical Centers in Macon, HCA Memorial Health University Medical Center in Savannah, and Piedmont Columbus Regional Medical Center in Columbus. Atrium Health Navicent The Medical Center GME programs include Family Medicine, General Surgery, Internal Medicine, Internal Medicine Preliminary Year, Obstetrics and Gynecology, and Pediatrics. HCA Coliseum Medical Centers programs include Emergency Medicine, Internal Medicine, Psychiatric Medicine, and Transitional Year. HCA Memorial Health University Medical Center programs include Diagnostic Radiology, Family Medicine, General Surgery, Internal Medicine, Obstetrics and Gynecology, and Pediatrics.

CONTINUING MEDICAL EDUCATION

The Office of Continuing Medical Education provides a wide array of opportunities for practicing physicians to meet their lifelong learning needs. Ongoing grand rounds are provided in Anesthesia, Behavioral Science, Family Medicine, Internal Medicine, Obstetrics and Gynecology, Pediatrics, Psychiatry and Surgery. In addition, larger conferences and symposia are held in Macon, Savannah and other sites, which feature School of Medicine faculty and distinguished guest faculty. The Office of Continuing Medical Education maintains computerized records of credit for all participants, publishes a monthly newsletter and calendar of events, and serves as an information/resource for physicians throughout Georgia.

RESEARCH AND SCHOLARLY ACTIVITY

At Mercer University School of Medicine, there are active research programs in basic medical and clinical sciences. Most of these programs are supported with external grants from federal and private sources. The research is conducted both in and out of the Medical School buildings. A group of modern research laboratories accommodates most of the basic science research on the Macon and Savannah campuses. Faculty offices, laboratories, and educational areas are hard-wired for data and video transmission and reception. The Mercer Medical Libraries, located on both Macon and Savannah campuses, provide the faculty, staff and students with a variety of resources and services to meet their research needs. Clinical research is based mainly at the Medical Center of Central Georgia and Memorial Health University Medical Center. Student participation in ongoing research projects may be arranged during electives or other periods.



Curriculum

YEAR I

Fall Semester		
Foundations of Medicine-Block 1 (Biochemistry/Cell Biology, Genetics & Embryology, Cancer & Host Defense)	MED FOM 600	17
Population Health & Medical Research	MED PHMR 600	1
Medical Practice	MED MPRA 600	1
Emergency Medical Response	MED EMR 600	1
Population Health	MED POH 600	3
Spring Semester		
Organ Systems-Block 2 (Neurology, Behavior, MS, Dermatology)	MED ORG 610	18
Population Health & Medical Research	MED PHMR 601	1
Medical Practice	MED MPRA 601	1

YEAR II

Fall Semester		
Organ Systems-Block 3 (Cardio, Pulmonology, Renal)	MED ORG 700	18
Population Health & Medical Research	MED PHMR 700	1
Medical Practice	MED MPRA 700	1
Population Health	MED POH 700	3
Spring Semester		
Organ Systems-Block 4 (GI, Reproduction, Endocrinology, Hematology/Oncology)	MED ORG 710	18
Population Health & Medical Research	MED PHMR 701	1
Medical Practice	MED MPRA 701	1



YEAR III

48 Total Hours

Fall Semester:	21 Semester Hours
Spring Semester:	21 Semester Hours
Post-Clerkship 6-week Intersession:	6 Semester Hours

Semester A*		
Surgery	CLK 820	7 weeks
Family Medicine	CLK 821	7 weeks
Pediatrics	CLK 822	7 weeks
Semester B*		
Psychiatry	CLK 823	5 weeks
Obstetrics & Gynecology	CLK 824	5 weeks
Internal Medicine	CLK 825	10 weeks
Healthcare Systems	MED 802	1 week

**Semester A and B can be take in either order.*

Post-Clerkship 6-Week Intersession		
MPRA Clinical Years and Telehealth Experience	MED MPRA 810	2 weeks
Patient Care Experience	**	4 weeks

***Choice of sub-internship, selective, patient care elective, or prescriptive rotation.*



YEAR IV

34 Total Hours		
Bioethics II	BIE 900	1 semester hour
Capstone	MED 999	1 week/1 semester hour
Community Medicine		4 weeks/4 semester hours
Selective/Clerkship	8 weeks/8 semester hours	
Sub-Internship	4 weeks/4 semester hours	
Electives	16 weeks/16 semester hours	

Selective Clerkship: 8 weeks/8 semester hours		
<i>A total of 8 weeks of selective/clerkships must be taken from two of the following four categories:</i>		
Category 1: Critical Care		
CLK 910	Critical Care	4 weeks/4 semester hours
Category 2: Emergency Medicine		
CLK 914	Emergency Medicine	4 weeks/4 semester hours
Category 3: Geriatric and Palliative Care		
CLK 926	Geriatric and Palliative Care	4 weeks/4 semester hours
Category 4: Sub-Specialty Electives (4 weeks/4 semester hours)		
<i>Sub-Specialty Elective</i>	<i>Rotation 1 (two weeks)</i>	<i>Rotation 2 (two weeks)</i>
Neurology	Neurology	Neurosurgery
Peds/Adult Neuro	Adult Neuro	Peds Neuro
Renal	Nephrology	Urology
Rheum/Derm	Rheumatology	Dermatology
Respiratory	Pulmonary	Infectious Disease
Cardiology	Cardiology	Cardiovascular Surgery
Gastro/Surgery	Bariatric	General Surgery
OB/GYN Onc	Gyn Oncology	Breast Surgery
Sports Ortho	Sports Med	Orthopedics
Peds Cardio Pulm	Pulmonary	Cardiology
High Risk Neo	Mat/Fetal	Neonatology
Adult/Peds Sur	Adult Sur	Peds Surg
Plastic Surgery/Derm	Dermatology	Plastic Surgery
Peds GI/ID		



A total of 16 weeks must be taken from the following categories during Year IV. Lengths of the experiences vary. Consult Senior Catalog for details.

Addiction Recovery/Substance Abuse	Adolescent Medicine	Advanced General Surgery
Advanced OB/GYN	Advanced/Transplant Hepatology – Piedmont Hospital	Ambulatory Care Pediatrics
Anatomic Pathology	Anatomy for Surgeons	Anesthesiology
Biostatistics in Clinical Medicine	Breast Surgery	Cardiac Surgery
Cardiology	Cardiology Piedmont Heart Institute	Cardiology II – ENK Readings
Child Abuse/Advocacy	Child and Adolescent Psychology	Development/Behavioral Pediatrics
Clinical Gynecology/Reproduction Endo	Clinical Orthopedics and Sports Medicine	Colorectal Surgery
Community Health Needs Assessment	Community Medicine Fundamentals	Consultation Psychiatry
Critical Care Intensive Care Unit Experience – Internal Medicine	Dermatology	Diagnostics Radiology
Emergency Medicine	Endocrinology	Environmental Disease & Epidemiology
Faith Influenced Ethical Issue	Family Medicine Sub-Internship	Family Therapy
Fundamental of Epidemiology	Gastroenterology	Geriatric Medicine
Geriatrics and Palliative Med	Gynecologic Oncology	Hand Surgery
Health Policy, Health Economics & Medical Law	High Risk Obstetrics	Hospitalist Rotation Sub-Internship
Humanities and Medicine	Immunological Concepts In Medicine	Infectious Disease
Internal Medicine Sub-Internship	Introduction to Public Health	Issues in Medical Ethics and Professionalism
Laboratory Medicine	Medical Oncology	Mind Body Medicine
Minimally Invasive Surgery	Neonatology Critical Care	Nephrology
Neurology	Neurosurgery	Newborn Nursery
Newborn Nursery with Lactation Consultation	Ophthalmology	Orthopedic Surgery
Ophthalmology	Orthopedic Surgery	Orthopedic/Musculoskeletal Research
Otolaryngology/Head & Neck Surgery	Partial Hospitalization Program	Pediatric Cardiology
Pediatric Critical Care (PICU Elective)	Pediatric Endocrinology	Pediatric Gastroenterology
Pediatric Hematology Oncology	Pediatric Neurology	Pediatric Nephrology
Pediatric Orthopedics	Pediatric Otolaryngology, Head and Neck Surgery	Pulmonology (Asthma/Allergy)
Pediatric Sedation	Pediatric Sub-Internship	Pediatric Surgery
Pediatric Urology	Plastic Surgery	Preparing/Tutoring
Private Practice of General Surgery	Public Health Education and Health Promotion	Pulmonary Medicine
Quality Improvement and Patient Safety	Readings in Cardiology	Research in Basic Science
Research in Population Health	Research with Thesis Generation	Rheumatology
Rural Health Advocacy	Rural Private Practice of General Surgery	STICU Critical Care Intensive Care Unit
Sub-Internship in Gynecologic Oncology	Substance Abuse	Supplemental Family Medicine Readings
Supplemental Internal Medicine-Readings/Research	Surgical Oncology	Surgical Oncology/Hepatobiliac Surgery
Surgical Research	Trauma Surgery	Urology

*Rotations listed as “sub-internships” may be taken as an elective after the sub-internship requirement has been met.



STUDENT EVALUATION AND REGULATIONS

Student evaluation in the first two years and the senior year is satisfactory/unsatisfactory and is based on the specific objectives of each program. The final evaluation in Clinical Clerkships (third year) is represented by a numerical Total Assessment Score. In general, students are evaluated in the areas of knowledge, skills, and behaviors. In the area of knowledge and the ability to apply it, the scope and depth are evaluated by use of both written and oral examinations. Skills and behaviors are evaluated by tutors or preceptors in all programs. Formative evaluations are provided in all courses that are 4 weeks in length or longer. Students must pass all courses in order to be eligible for graduation.

EXTERNAL EVALUATION

All students must successfully complete Step 1 and Step 2 CK (Clinical Knowledge) of the United States Medical Licensing Examination. Passage of Step 1 is a requirement for promotion to Year III. Step 2 CK must be passed prior to graduation. For each examination, the examining agency defines the passing level.

RESIDENCY MATCH

The Office of Student Affairs provides workshops on the process of applying to residencies throughout the third and fourth year. Additional information on the process can be found online on the following websites:

Careers in Medicine: aamc.org/cim

FREIDA by the AMA: freida.ama-assn.org

So You Want to Be a Surgeon: facs.org/education/resources/residency-search

Electronic Residency Application Service (ERAS): students-residents.aamc.org/applying-residencies-eras/applying-residencies-eras

National Resident Matching Program (NRMP): nrmp.org

MAPPING YOUR FUTURE SERIES

Strolling Through the Match

Strolling Through the Match was designed by the American Academy of Family Physicians to help students navigate the complexities of the Match. It was developed to help you make appropriate decisions about your professional career and to learn more about the process of getting residency training. It contains information on how to choose a specialty, preparing your personal statement, preparing your CV and resume, tips on letters of recommendation and the MSPE (Dean's letter) as well as selecting a residency program and the interview process. Finally, you will find information about the Match and how it works. This is intended as a supplement to the ERAS and NRMP websites noted elsewhere in this handbook. You can find out more about this resource at the following link: https://www.aafp.org/dam/AAFP/documents/medical_education_residency/the_match/strolling-match.pdf

PROFESSIONAL CONDUCT

Students are expected to deal ethically and honestly with one another, the faculty, and their patients, and they are required to adhere to standards of conduct generally applicable to medical professionals. Appraisal of such standards is continuous and a part of a student's academic and overall evaluation. Professional conduct is monitored and may be reported to the Student Appraisal and Promotions Committee.



DISMISSAL

The faculty, through its committees, may recommend that a student be dismissed for failing to maintain academic or professional standards or for acts of turpitude. Students who are dismissed have the right to appeal to the Student Assessment and Promotion Committee (SAPC) and then to the Dean.

CLASS ATTENDANCE

Regular attendance and participation in all programs and examinations is mandatory. Excused absences for illness and emergencies must be approved by the Program Director or Office of Academic Affairs. Students are allowed two personal days per block in the first two years of the curriculum. Year II and IV attendance policies are available in the respective manuals.



Educational Methodology

ORGANIZATION

This program allows for students interested in a career in Family Medicine, general Internal Medicine or Pediatrics the opportunity to complete their medical school coursework in an accelerated three-year program of study. The PC-ACT curriculum builds upon the strengths of the MUSM problem-based curriculum with clinical experiences and community medicine activities built into the preclinical curriculum and reinforced through continued longitudinal clinical experiences at the ACT site, clerkships, sub-internships, and elective experiences. The educational objectives for this program are comparable to those for the four-year MD program. The curriculum is essentially the same as the curriculum for the four-year MD program but is compressed into 134 weeks of instructional time. The program offers more educational contact opportunities between students and the respective residency faculty in the chosen specialty at their assigned site. The Family Medicine Accelerated Track is offered in Savannah, Macon, and Columbus. The Internal Medicine and Pediatric Accelerated Track is offered in Savannah and Macon. The plan for student graduates of the PC-ACT Program at Mercer is to complete their residency training at their ACT site.

ADMISSION REQUIREMENT

Students may apply for admission in this program as a first-year medical student following acceptance of admission to the four-year program. Students must demonstrate a commitment to rural or underserved areas of Georgia and a to enter a career in family medicine, general internal medicine or pediatrics. Since this is an accelerated three-year curriculum, demonstrated evidence of academic excellence is a requirement for acceptance. Only students who meet the following criteria will be considered for the program:

- A firm commitment to primary care
- A commitment to rural or underserved Georgia
- Maturity necessary to be successful in an accelerated three year program
- A strong academic record

Once accepted, a student may remain in the program as long as they remain satisfactory in all educational programs. A student who becomes unsatisfactory in any program will be returned to the four-year MD program. Any PC-ACT program student who does not receive a passing shelf exam score or a passing Step 1 score on the first attempt must return to the four-year MD program. A student may opt to return to the four-year MD program at any time.

YEAR I AND YEAR II

Years I and II cover 80 weeks of scheduled educational activities during which students are involved in the PBL curriculum. The curriculum addresses the foundational elements found in biomedical sciences and includes fundamentals of clinical medicine, population health, evidence-based medicine, medical humanities, and medical ethics. The curriculum is fully integrated across disciplines and topics, facilitating deeper understanding and life-long learning. The PBL curriculum in the Accelerated Track is identical with that described for the 4-year MD program.

At the beginning of the second year, students will participate in a six-week combined Family Medicine/Community Medicine IM/Com Med or Peds/Com Med rotation unique to its track. This rotation will be under the supervision of specialty specific faculty members and will include several innovative curricular activities that will ensure that students are prepared appropriately for their accelerated experiences. During Year



II, there is a longitudinal curriculum for the students, which includes attending half-day continuity clinic experiences at their PC-ACT site. This experience allows students increased exposure to clinical medicine and ongoing mentoring by their future faculty and residents.

Curriculum

YEAR I (Revised 7/2019)

Fall Semester		
Block 1 - Foundations of Medicine (Biochemistry/Cell Biology, Genetics & Embryology, Cancer & Host Defense)	MED FOM 600	17
Population Health & Medical Research	MED PHMR 600	1
Medical Practice	MED MPRA 600	1
Emergency Medical Response	MED EMR 600	1
Population Health	MED POH 600	3
Spring Semester		
Block 2 - Organ Systems (Neurology, Behavior, MS, Dermatology)	MED ORG 610	18
Population Health & Medical Research	MED PHMR 601	1
Medical Practice	MED MPRA 601	1

YEAR II

Fall Semester		
Accelerated Track Scholars Program	ACT 600	6
Block 3 - Organ Systems (Cardio, Pulmonology, Renal)	MED ORG 700	18
Population Health & Medical Research	MED PHMR 700	1
Medical Practice	MED MPRA 700	1
Population Health	MED POH 700	1
ACT Longitudinal Rotation	MED LON 701	1
Spring Semester		
Block 4- Organ Systems (GI, Reproduction, Endocrinology, Hematology/Oncology)	MED ORG 710	18
Population Health & Medical Research	MED PHMR 701	1
Medical Practice	MED MPRA 701	1
ACT Longitudinal Rotation	MED LON 702	1



YEAR III

Family Medicine - 49 weeks		
CLK 821/ACT 700	Family Medicine	6 weeks
CLK 815	Internal Medicine	8 weeks
CLK 820	Surgery	7 weeks
CLK 822	Pediatrics	7 weeks
CLK 824	Obstetrics & Gynecology	5 weeks
CLK 823	Psychiatry	5 weeks
SGE	Readings in Primary Care	2 weeks
MED FAM SUB	Family Medical Sub I	4 weeks
MED MED RES	Transition to Residency	3 weeks
MED LON ACTA	ACT Longitudinal Rotation	Fall
MED LON ACTB	ACT Longitudinal Rotation	Spring
MED 801	Longitudinal Course	Fall
MED 802	Longitudinal Course	Spring
Elective	--	1 week
Elective	--	1 week
Internal Medicine - 50 weeks		
CLK 815/ACT 700	Internal Medicine – Block A	6 weeks
CLK 824	Obstetrics & Gynecology	5 weeks
CLK 914	ER Selective	2 weeks
CLK 822	Pediatrics	7 weeks
CLK 820	Surgery	7 weeks
CLK 815	Internal Medicine – Block B	4 weeks
SGE	Reading in Primary Care	2 weeks
CLK 823	Psychiatry	4 weeks
INM ICC	ICU Elective	2 weeks
CLK 821	Family Medicine	4 weeks
MED INM SUB	Internal Medicine Sub I	4 weeks
ACT LON ACTA	Longitudinal Rotation	Fall
ACT LON ACTB	Longitudinal Rotation	Spring
MED LON 801	Longitudinal Course	Fall
MED LON 802	Longitudinal Course	Spring
Elective	--	1 week
Elective	--	1 week



YEAR III

Pediatrics - 50 weeks		
CLK 812	Pediatrics/ACT 700 Pediatrics	6 weeks
CLK 811	Family Medicine	6 weeks
MED PED EME	PED ICU	2 weeks
CLK 815	Internal Medicine	8 weeks
CLK 810	Surgery	7 weeks
CLK 814	Obstetrics & Gynecology	5 weeks
SGE	Readings in Primary Care	2 weeks
MED PED SUB	Pediatric Sub I	4 weeks
CLK 813	Psychiatry	5 weeks
MED MED RES	Transition to Residency	2 weeks
MED LON ACTA	ACT Longitudinal Rotation	Fall
MED LON ACTB	ACT Longitudinal Rotation	Spring
MED 801	Longitudinal Course	Fall
MED 802	Longitudinal Course	Spring
Elective	--	1 week
Elective	--	1 week



Mercer University is committed to providing graduate degree programs. Within the School of Medicine, the following graduate degree programs are offered:

1. Master of Science in Biomedical Sciences (Macon and Savannah Campuses)
2. Master of Science in PreClinical Sciences (Macon and Savannah Campuses)
3. Master of Family Therapy (Macon and Atlanta)
4. PhD in Rural Health Sciences (Macon)

ADMISSION TO GRADUATE STUDY

All persons who wish to enter one of the graduate programs at Mercer University School of Medicine must submit a formal application to the Admission's Office adhering to all admission requirements of the individual program. Certain basic qualifications must be met for admission to graduate programs. All programs require that students hold a bachelor's degree from a regionally accredited college or university with a specified minimum undergraduate grade point average. Graduate admissions tests appropriate to the particular academic program are required. Specific requirements for each graduate program are given with the description of that program.

GRADUATE LEVEL COURSES

Master of Science in Preclinical Sciences

600 Level: Numbering system for graduate courses in the MSPCS program is the prefix BMS.

Master of Science in Biomedical Sciences (BMS)

600 Level: Core courses

700 Level: Research courses

Master of Family Therapy

600 Level: Core and Elective courses

700 Level: Practicum Sequence courses

PhD in Rural Health Sciences

800 Level: Numbering system for the PhD Program is the prefix RRL.

GRADUATE HONOR SYSTEM

Academic integrity is maintained through an honor system. The Graduate Honor System is governed by policies established by the University Graduate Council. It draws upon the traditions of integrity and academic freedom — a freedom within the academic community which is based on a trust between students and faculty. The Honor System imposes upon each student the responsibility for his or her own honest behavior and assumes that each student will report any violations of the Honor Code.

The Graduate Honor System is administered by an honor committee composed of five members of the graduate faculty who are responsible for decisions regarding alleged violations. The committee's decisions are binding on the student involved but may be appealed to the chief academic officer of the University.

Students are to uphold the Mercer University Honor Code and will be held accountable for violations of the Honor Code in accordance with the policies and procedures of the Graduate Honor System. The Honor Code and Graduate Honor System can be found in the MUSM Student Handbook at: <https://provost.mercer.edu/handbooks/studenthandbook.cfm>.



Christy Bridges, Program Director of Master of Biomedical Sciences; Professor of Histology

Program Description

The Master of Science in Biomedical Sciences (MSBMS) Program at Mercer University School of Medicine is a two-year, research-based graduate program. Students will work closely with research mentors in either the Division of Biomedical Sciences on the Macon Campus or in the Department of Biomedical Sciences on the Savannah Campus. 74 credit hours in biomedical sciences, including both classroom instruction and research comprise the MSBMS Program. The MSBMS Program will prepare graduates for further postgraduate and professional studies in the biomedical sciences, employment in academic research and/or teaching, and research in the pharmaceutical and biotechnology industries.

Following successful completion of a research thesis, students will be awarded the degree of Master of Science in Biomedical Sciences with a concentration in one of the disciplines represented by the Biomedical Sciences faculty on the Macon and Savannah campuses.

Admissions Information

The current admissions requirements and instructions are available at medicine.mercer.edu/admissions/

Academic Information

All students are required to register for courses at the time prescribed in the MUSM calendar or in compliance with official notices issued by the Office of the Registrar at the School of Medicine. Official course enrollment, which includes the completion of satisfactory arrangement for financial payments, is required for admission to classes. Student registration for courses in the MSBMS Program is completed by the Registrar after a student submits a deposit to secure enrollment. The deposit will be applied to the student's tuition. Registration commits a student to the courses for which he/she is registered and the corresponding fees and charges incurred. A registered student who is unable to attend classes must notify the Registrar of the School of Medicine in writing prior to the first day of class. If a student decides not to attend the Program, the deposit paid by the student to secure enrollment is forfeited.

COURSE REQUIREMENTS

Students must purchase access to a version (print or electronic) of the textbook for each course. Additionally, the examination process for all courses requires that students have access to a laptop computer. Students are required to provide their own laptop computer as part of the materials required for each course. The computer must meet the specifications needed to run ExamSoft software. The specific system requirements may be found on the following ExamSoft webpages. Students should refer to these requirements when considering the purchase of a new computer. Students are required to download and install ExamSoft and to install upgrades of the software, as they are released by Examsoft, and to contact ExamSoft support for problems with installing or running the software on their computers. Current links are below:

- ExamSoft support: examsoft.com/contact#support
- Windows/Mac requirements: <https://help.examsoft.com/s/article/Minimum-System-Requirements>
- Downloading instructions: <https://community.examsoft.com/s/article/Examplify-Installers-for-Windows-Mac>



ENROLLMENT

Full-time enrollment is 15 semester hours in the fall and 16 semester hours in the spring. Summer enrollment is 11 hours. In the second year, full-time enrollment is 16 hours for each semester. No part-time enrollment will be considered. Matriculating students are expected to enroll for the full-time academic load.

MSBMS Program students in good standing are eligible for an MSBMS Tuition Scholarship for 55 of the 74 credit hours required for completion of the Program. This begins in the second semester (Spring) of the MSBMS Program and covers all credit hours other than the four formal courses taken in the first and second semesters of the Program (Fall Semester: BMS 610, 612, 622; and one course in Spring Semester chosen from BMS 611, 620, 621, and 626; see Curriculum outline below). MSBMS students will also be eligible for a Graduate Research Fellowship beginning Spring Semester (January) of the first academic year of the program. This Fellowship comes with a stipend of \$18,000 per year, payable at \$1,500 per month, and continues through May of the second and final academic year of the MSBMS Program.

SATISFACTORY ACADEMIC PERFORMANCE

Academic performance will be monitored within courses during each semester for student academic advisement (see Academic Advising). For satisfactory academic performance in progress toward the degree, a student must maintain a cumulative GPA of 3.0. This is the 'minimum satisfactory academic performance', and a student at this level of performance will be placed on academic warning.

ACADEMIC ADVISING

The Program Director will serve as initial academic advisor for MSBMS students. An Advisory Committee consisting of the student's research mentor (major professor) and two other program faculty members will be established during the second semester of the first year. This Committee will advise the student, monitor his or her progress through the curriculum, and provide academic guidance for the student throughout the MSBMS Program.

DEGREE REQUIREMENTS

Completion of all required course work with a minimum, cumulative GPA of 3.0 and with all final course grades of "C" or above. Both academic performance requirements must be met for successful completion of the degree program. Clearance for graduation must be granted by the Office of the Registrar.

DEGREE APPLICATION

Applications for graduation are processed through the Office of the Registrar in the School of Medicine.

DEGREE AUDIT FOR MAY GRADUATION/COMMENCEMENT

By March of the spring semester, the student submits an application for graduation to the Office of the Registrar to be potentially eligible to participate in commencement. The degree auditing process is initiated from these applications and is a joint responsibility of the Registrar's Office and the program administration to ensure that students stay on track for successful completion of the degree program.



FINAL CHECK/RECOMMENDATION FOR MAY GRADUATION

The Registrar's Office will check final grade point averages and spring semester final course grades and will clear for graduation those students who meet the degree requirements as defined below. The Registrar's Office will notify students who failed to meet the requirements that they are no longer eligible for the degree and cannot participate in commencement.

PARTICIPATION IN COMMENCEMENT CEREMONIES

Only students who have completed all Program requirements in good academic standing by the end of spring semester will be eligible to participate in commencement.

DIPLOMAS

Diplomas are not distributed during commencement and will be available only in the Registrar's Office. Diplomas are ordered after all degree requirements are met. Graduates will be notified when their diploma is available.

CLASS ATTENDANCE

Although it is recognized that absences will sometimes be necessary, students are expected to attend classes. Course Directors will state specific attendance requirements in the syllabi for the courses. It is the responsibility of students to be cognizant of their own record of absences and to consult the Course Directors and instructors regarding work missed. The decision to permit students to make up work rests with the Course Director. Absences will negatively impact grades based on participation during in-class activities, such as group work and laboratory exercises, since this work cannot be performed, as designed, outside of the context of the classroom. The Course Director has the right to assign a grade of F for any attendance and participation portion of the course grade when a student habitually violates the attendance policy specified in the course syllabus.

PROGRAM COMMUNICATION

Students will receive notifications, instructions, and assignments through their Mercer email accounts and the Canvas learning management system. Students are responsible for checking their Mercer email daily and immediately reporting problems with access to their Mercer account or to Canvas, unless Mercer Information Technology has previously notified all Mercer users of limited access to these systems. Students are expected to obtain information and to complete assignments posted on Blackboard in a timely manner, as instructed by the Program faculty or staff. Problems with Canvas or email should be addressed to Helpdesk@mercer.edu. Course directors and instructors will provide details regarding communication for their courses in their course syllabi.

PROGRAM COURSE EXAMINATION POLICIES

The Program Director will communicate all policies regarding examination procedures during the fall program orientation and will notify students about changes in these policies through their Mercer email accounts. Students are expected to adhere to these policies for all examinations administered in the program.



GRADING SYSTEM

Degree-seeking students enrolled in graduate courses will receive letter grades for all graduate work. Grades within a course will be assigned on a 100-point scale and the final grade will be converted to a letter grade. The final course letter grades will then be converted to a 4-point scale for determining the overall GPA for the Program.

LETTER	0-100	QUALITY POINTS PER CREDIT HOUR
A	90-100	4.0
B+	86-89	3.5
B	80-85	3.0
C+	76-79	2.5
C	70-75	2.0
F	Below 65	0

The following grading marks may be used when students do not complete courses within the curriculum, do not perform required activities in courses, or do not take courses for a letter grade.

GRADE	INTERPRETATION
ABX	Excused absence from exam
AU	Audit
IC	Incomplete
IP	In Progress
W	Withdrawal
Z	Grade Not Reported

A grade of IP is awarded only in a graduate practicum or in research project courses, which may extend beyond the end of a semester. A student is expected to finish "in progress" work based on the timetable established by the professor issuing the IP grade, and, at the latest, by the course withdrawal deadline of the semester after the IP was earned. If the student does not complete the required work within the time specified, the grade automatically converts to an F.

The grade of ABX denotes that a student was absent from an examination because of illness or another valid and compelling reason deemed satisfactory by the professor. A makeup exam must be completed by the course withdrawal deadline of the semester after the ABX was earned. If the student does not complete the required work within the time specified, the grade automatically converts to an F.

The grade of IC Indicates that a relatively small part of the semester's course work remains incomplete because of a student's sickness or reasons satisfactory to the professor. The work must be completed by the course withdrawal deadline of the semester after the IC was earned. If the student does not complete the required work within the time specified, the grade automatically converts to an F.

The grade of W (withdrawal) indicates that a student officially withdrew from a course on or before the last day for course withdrawals as designated in the current academic calendar. Withdrawals are not used when computing grade point averages.



WITHDRAWAL PROCEDURE

To make an official withdrawal from a course, a student should log into their MyMercer account and complete the Online Withdrawal form. It is located under External Links. If the student elects to discontinue class attendance and does not complete an official Course Withdrawal Form within the time limits described, a grade of F (failure) will be recorded on the student's official record. A grade of W may not be awarded if a student does not complete the official Course Withdrawal Form on or before the date designated for each semester in the current academic calendar.

COURSE GRADES AND FACULTY EVALUATIONS

Students are expected to provide feedback to the School of Medicine regarding their experience in MSBMS courses, including the evaluation of Course Directors and instructors, of textbooks, and of class assignments and activities. Anonymous feedback will be gathered from students in the form of surveys conducted through Canvas after the final examination for each course. Canvas will record whether a student has completed a survey, but it does not link the student's identity to survey answers. Students who complete the surveys may be able to view course grade information as soon as possible, whereas those not participating in a survey may be required to wait until grades are posted by the Registrar. Student responses to surveys are essential in improving and maintaining the quality of MSBMS education.

Academic Standards and Advising

The Program Director will serve as preliminary faculty advisor to each student upon enrollment in the MSBMS Program. After the student chooses a thesis research mentor, that faculty member will become the student's primary academic advisor and will direct the student's research along with two other members of the Biomedical Sciences faculty, who will become the student's Advisory Committee. The Advisory Committee, which includes the Research Mentor/Major Professor, will meet with the student regularly to monitor his/her academic progress. The Advisory Committee will report directly to the Program Director. The faculty advisor will have access to advisee academic records, will provide academic guidance for the student throughout the Program, and will consult with course directors and the Program Director, as needed, to address the academic status of the student and counsel the student regarding academic performance. The academic status of the student is based on the academic performance standards as outlined below. Academic advisors are to keep the academic information of the student in confidence.

Academic Performance Standards

A student seeking the MS degree should complete all Program requirements within the academic calendar of the Program as a full-time student. The maximum amount of time between initial enrollment in the Program and degree requirement completion is three academic years. This maximum time to degree may be needed in the case of a leave of absence.

The academic status of the student is determined by his or her academic performance. A student is in good academic standing as long as his or her examination scores within courses remain at a letter grade of "C" or above, with a minimum cumulative GPA of 3.0. When a student receives an examination grade of below "C" in a course, he/she must meet with the course director to discuss his/her academic progress and a plan to improve his/her performance in the course. At this point, a student is under 'academic caution'. A second examination score below "C" in the same course requires that the student meet with both the course director and his/her faculty advisor. At this point, a student is under 'academic warning'. Course directors will report all students with exam scores below "C" on each exam to the Program Director. Notifications of academic status will be issued to the students by the Program Director. A minimum,



cumulative grade point average of 3.0 is required for graduation from the MSBMS Program. Final course grades below “C” do not count toward the Master of Science in Biomedical Science degree, and any student who receives a grade below a “C” will be dismissed from the MSBMS Program. Academic dismissal precludes re-application to the MSBMS Program and generally to all other graduate programs within Mercer University.

SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

Please refer to the MUSM Satisfactory Academic Progress for Financial Aid Policy in the Financial Aid Section of this catalog.

Special Academic Circumstances

LEAVE OF ABSENCE

A student may be granted a Leave of Absence (LOA) for academic reasons. A student on LOA may use the library and other learning resources and will remain on the distribution list for any student updates, class newsletters, and other communications.

Note that these academic LOAs do not meet the conditions of the Title IV regulations for an approved” leave of absence and therefore must be treated as a withdrawal for Title IV purposes. The withdrawal date is the date the student begins the leave of absence. Students on LOA are not eligible for in-school deferment of student loans.

STUDENT APPEALS PROCESS: GRIEVANCE PROCEDURES

Students with grievances should follow the procedures for Academic or Nonacademic Grievances, as described in the respective sections of the MUSM Student Handbook.

SPECIAL TEST ACCOMMODATION POLICY

Testing accommodations are available for students who provide appropriate documentation of ADD, ADHD, LD or other relevant diagnoses. Providing such documentation is the responsibility of the student. Students seeking test accommodations may initiate the process by approaching the Senior Associate Dean of Student Affairs. Medical evaluation used as the basis of the diagnosis must have been completed within three years prior to the request for accommodation.

All requests for test accommodations are referred to the Senior Associate Dean of Student Affairs who in turn refers the request to the joint Law School/Medical School Test Accommodation Committee for evaluation. This committee is composed of members of the medical school and law school administration and faculty, uniquely approved by their respective Deans as having qualifications to serve in this capacity. Each request for accommodation is handled individually and confidentially. A senior member representing the medical school and the law school jointly chairs the Test Accommodation Committee. The committee reviews test data, other supporting data and evaluator’s recommendations. An action plan is recommended to the Dean’s representative for approval and implementation.



Curriculum

MSBMS DEGREE

74 Semester Hours

YEAR 1 - 42 hours

Fall Semester - 15 hours		
BMS 610	Biochemistry and Molecular Genetics	5
BMS 622	Microbial Pathogenesis	5
BMS 612	Molecular Cell Biology	5
Spring Semester - 16 hours		
BMS 620*	Human Physiology	5
BMS 621*	Human Development	5
BMS 611*	Human Immunity	5
BMS 626*	Biomolecular Engineering	5
BMS 711	Research Seminar	1
BMS 625	Introduction to Research I	10
Summer Semester - 11 hours		
BMS 630	Introduction to Research II	10
BMS 712	Research Seminar	1

*Students will choose one of these courses based on their particular research interests; MSBMS Program students completing their thesis research on the MUSM-Savannah campus will take BMS 626.

YEAR 2 - 32 hours

Fall Semester - 16 hours		
BMS 710	Independent Research I	15
BMS 713	Research Seminar	1
Spring Semester - 16 hours		
BMS 720	Independent Research II	15
BMS 721	Thesis Preparation	1



Course Descriptions

BMS 610. Biochemistry and Molecular Genetics (5 hours)

The goal for the instruction in biochemistry and molecular genetics is for students to understand the chemical and biomolecular composition of the human body, the importance of buffering and solute concentrations in physiological function, the metabolic processes that provide energy to sustain tissue viability, the structure and dynamics of genetic material, the regulation of gene expression, and the principles of genetic inheritance. The learning goal will be achieved by students through problem solving in the classroom, discussion of medical cases and research literature, and laboratory experiments that illustrate principles in biochemistry and genetics. (Fall semester, year one)

BMS 611. Human Immunity (5 hours)

The goal for the instruction in the human immune system is for students to understand the development and organization of the human immune system, the genetic and molecular mechanisms of immunity, the role of inflammation in immunity, the initiation and detection of immune responses, and the use of vaccines to support human immunity. The learning goal will be achieved by students through problem solving in the classroom, discussion of medical cases and research literature, and laboratory experiments that illustrate principles in immunology. (Spring semester, year one)

BMS 612. Molecular Cell Biology (5 hours)

The goal for the instruction in molecular cellular biology is for students to understand the fundamental structure of human cells, the function of intracellular organelles, the dynamics of organelles in different cell types, the cellular interactions within tissues to support tissue function, and the biomolecular interactions required for cellular function. This learning goal will be achieved by students through problem solving in the classroom, discussion of medical cases and research literature, and laboratory experiments that illustrate principles in cellular and molecular biology. (Fall semester, year one)

BMS 620. Human Physiology (5 hours)

Prerequisites: BMS 610, 622, and 612

The goal for the instruction in human physiology is for students to develop an understanding of the function of the human body, building upon their prior knowledge of human biology, physics, chemistry, and mathematics. This course deals with body fluid compartments and body systems organization and function with special emphasis on the nervous, cardiovascular, respiratory, and urinary systems. Students will examine the concepts of homeostasis and regulatory mechanisms as they are applied in the various body functions. The learning goal will be achieved through a combination of interactive lectures, group discussions, problem-solving exercises, and medical case-based activities. (Spring semester, year one)

BMS 621. Human Development (5 hours)

Prerequisites: BMS 610 and 612

The goal for the instruction in human development is for students to understand the process of human development, the determinants of embryonic development, the differentiation and organization of cells into functional tissues and organs, the maternal contribution to embryonic and fetal development, the environmental and physiological risks to human development, and the basic functional anatomy of the human body. This learning goal will be achieved by students through classroom discussion, interaction with animated programs depicting developmental processes, histological analysis of human tissues, and interaction with animated programs and with plastinated models of human anatomy. (Spring semester, year one)

**BMS 622. Microbial Pathogenesis****(5 hours)*****Prerequisites: BMS 610, 611 and 612***

The goal for the instruction in microbial pathogenesis is for students to understand the structural and genetic differences between human cells, bacteria, fungi, parasites and viruses, the variations in structure among members of pathogenic species, the metabolic and genetic properties of microbes that facilitate their adaptation to different environments, the commensal relationship between humans and microbes, the mechanisms of microbial and viral pathogenesis, and the basic laboratory culture conditions and tests for human microbial pathogens. This learning goal will be achieved by students through problem solving in the classroom and discussion of medical cases and research literature that illustrate clinical application of microbiology principles. (Fall semester, year one)

BMS 625. Introduction to Research I**(10 hours)**

Students will be introduced to their thesis research in this class, which will consist primarily of directed study by their individual research mentors as they begin to develop the individual competencies required for their discipline. Students will be evaluated based on their acquired knowledge of these research techniques. Students also will be introduced to the scientific literature, data handling and analysis (e.g., statistical evaluation of research data), and the responsible conduct of scientific research, including scientific authorship. Participation in this course will be essential for students to develop these core competencies as a scientist. These goals will be complemented by participation in BMS 711: Research Seminar. (Spring semester, year one)

BMS 626. Biomolecular Engineering**(5 hours)*****Prerequisites: BMS 610 (Biochemistry & Molecular Genetics) and BMS 612 (Molecular Cell Biology)***

The goal for the instruction in biomolecular engineering is for students to understand the principles and techniques resulting in directed biological alteration at the molecular and cellular scale. This course introduces students to bioengineering methodology spanning advanced recombinant DNA technology and delivery methodology, protein engineering leading to altered structure and function (proteomics), genetic and genomic editing (genomics), bioimaging, biosensing, chip technology, and cell-based assay systems. Students will examine biomolecular engineering concepts as they relate to medical and commercial applications in health care, biomedical, pharmaceutical, biomaterials, and other biotechnology related industries. This learning will be achieved by students through classroom and group discussion of relevant research literature and student presentations that illustrate concepts in biomolecular engineering. This course is offered only on the MUSM-Savannah Campus. (Spring semester, year one)

BMS 630. Introduction to Research II**(11 hours)*****Prerequisite: BMS 625***

Continuation of BMS 625. (Summer semester, year one)

BMS 710. Independent Research I**(15 hours)**

Thesis research. (Fall semester, year two)



BMS 711, 712, 713. Research Seminar

(1 hour)

One of the most important skills for a scientist is public speaking. In this course, students will participate in research seminar, during which they will attend presentations by MUSM faculty and visiting speakers. This course includes required, regular attendance at the Department of Biomedical Sciences Seminar Program, delivered between the Macon and Savannah campuses by real-time video connection, during which students will become broadly familiar with scientific approaches and projects of MUSM faculty and visiting speakers. Students will also present papers from the classical and current primary literature that supports their thesis research to an audience consisting of MSBMS faculty and their fellow students. The objective of this course is to prepare students to become competent scientific communicators. (Spring - 711 Summer – 712 year one and fall – 713 year two)

BMS 720. Independent Research II

(15 hours)

Thesis research. (Spring semester, year two)

BMS 721. Thesis Preparation

(1 hour)

Class descriptions and requirements may be modified from time to time based on changing program requirements. (Spring semester, year two)

Curriculum revision approved by Graduate Council, effective 13 March 2018.



Susan Cline, Program Director Master of Science in Preclinical Sciences; Professor of Biochemistry

Program Description

The Master of Science in Preclinical Sciences (MSPCS) Program is a 32-week curriculum composed of 31 credit hours of biomedical sciences that are foundational to the practice of clinical medicine and the development of biomedical research. The MSPCS prepares its graduates for careers in science teaching, academic laboratory research, publishing or policy-making and for the pursuit of advanced research degrees in biomedical sciences or professional degrees in healthcare. The MSPCS competencies for its graduates are their ability to demonstrate an understanding of fundamental scientific knowledge that is the basis for medicine and research and to display critical thinking skills in the application of that knowledge. These outcomes will be achieved through studies in 7 courses covering topics in anatomy, biochemistry, molecular and cellular biology, embryology, genetics, histology, immunology, microbiology, physiology, and virology. The Program culminates for each student with a 'capstone' experience that exercises the student's critical thinking about and communication of biomedical sciences, which are skills necessary in advanced graduate-level studies and in scientific research, writing, or education careers.

Admissions Information

The Dean's Office and the Registrar for Mercer University School of Medicine (MUSM) require the materials listed below in order to complete an application for the Master of Sciences in Preclinical Sciences (MSPCS) Program of MUSM:

1. An online application form for the MSPCS Program completed and submitted through the website below along with payment of a non-refundable fee of \$50 for domestic applicants and \$150 for international applicants. applyweb.com/apply/mercermms
2. Online application submission deadlines are midnight on May 22nd for domestic applicants and midnight on May 1st for international applicants. The Mercer MSPCS Program only admits once each year for fall enrollment.
3. An essay of approximately 750 words, which is part of the online application form, discussing your educational goals related to the Master's Program, your career goals, and a summary of experiences related to your career goals (e.g. -shadowing health professionals, employment in a healthcare setting, and volunteering related to the profession). You also should comment on any circumstance that has resulted in a weakness in your academic transcript.
4. Official transcripts, sent directly from the college or university, for all college-level work completed to earn a baccalaureate degree from a regionally accredited college or university. All international transcripts must be fully converted and submitted through World Education Service (WES). Domestic transcripts may be sent by email to musmadmissions@mercer.edu, with the subject line of MSPCS, or by mail to: Coordinator of Admissions, Mercer University School of Medicine, 1501 Mercer University Dr., Macon, GA 31207.
5. Test scores from the Graduate Record Exam (GRE), Medical College Admissions Test (MCAT), or Dental Admissions Test (DAT) taken within the last two calendar years. For GRE score report transmission, use institutional code - 5409 and department code – 0000. Applicants already holding a Master's degree or higher are exempt from submitting the above tests scores; however, a graduate degree transcript must be submitted to the address above as part of the required application materials. For MCAT and DAT scores, a score report downloaded from the applicant's testing service online account may be submitted as an email attachment musmadmissions@mercer.edu, with the subject line of MSPCS. Testing dates should be scheduled so that scores are available and can be submitted by June 5th.



- Two letters of reference from college professors or other individuals who have taught or have supervised the work of the applicant. Letters should be submitted by the letter writer through the online application system, by email to musmadmissions@mercer.edu, with the subject line of MSPCS, or by mail to: Coordinator of Admissions, Mercer University School of Medicine, 1501 Mercer University Dr., Macon, GA 31207.

ADMISSIONS PROCESS

All of the required materials above must be received for an application file to be considered complete and eligible for review by the MSPCS Admissions Committee. All applications must be complete by June 5th. Each applicant will be notified by email when his/her application file is complete. Only complete application files will be reviewed.

Applicants may be contacted for a phone interview with a member of the MSPCS Program Admissions Committee. The MSPCS Admissions Committee will evaluate each applicant holistically based on his or her academic record, test scores, essay qualities, and personal goals.

Applicants will be notified of their application status by email. Complete applications are reviewed on a rolling basis. A decision may take four to six weeks after an applicant receives the notice that their application is complete.

Accepted applicants will be required to submit a \$50 non-refundable deposit to hold their spot in the Program. The fee will be applied to their tuition upon enrollment. If an applicant submits a deposit, then decides not to enroll in the fall, the deposit will be forfeited. All deposits must be submitted according to the deadline stated in the applicant's acceptance email.

MINIMUM REQUIREMENTS FOR ADMISSION TO THE MSPCS PROGRAM

- B.S., B.A., or equivalent from a regionally accredited institution. Degree work must include one-year of coursework with the corresponding laboratories for the following subjects: general biology, general or inorganic chemistry, and organic chemistry. Two courses in physics are also required. *A semester of biochemistry with lab may be taken instead of a second semester of organic chemistry. AP credit may be used in place of one semester of the physics requirement. If AP credit was received for one or more of the other courses listed above, an advanced course with lab in the same discipline must be completed.* The undergraduate degree and required coursework must be completed by August 15th, before fall enrollment in the MSPCS Program.
- Cumulative undergraduate GPA of 2.8 on a 4.0 scale.
- Graduate Record Exam (GRE), Medical College Admissions Test (MCAT), Dental Admissions Test (DAT), or other professional program entrance exam scores from exams taken within the last two calendar years. Scores of at least the following values are preferred: GRE - 300 (with 148 or above on components), MCAT – 494, and DAT – 17 (Academic Average). Applicants already holding a Master's degree or higher are exempt from submitting test scores, but these applicants must submit an official transcript for their graduate work.
- International students must also submit scores from the TOEFL examination. The University's minimum proficiency level is a score of 20 on each section of the Test of English as a Foreign Language (TOEFL). The minimum composite TOEFL score is 80 (Internet-Based TOEFL), 213 (Computer-Based TOEFL) or 550 (Paper-Based TOEFL) or IELTS score of 6.5 English proficiency at ELS level 112 is expected. If applying as an international student, please contact the International Programs Office.



Course Requirements

Students must purchase access to a version (print or electronic) of the textbook for each course. Additionally, the examination process for all courses in the MSPCS Program requires that students have access to a laptop computer. Students are required to provide their own laptop computer as part of the materials required for each course in the Program. The computer must meet the specifications needed to run ExamSoft Examplify software. The latest minimum system requirements may be found through links available on the Mercer ExamSoft login page. Students should refer to these requirements when considering an operating system upgrade or the purchase of a new computer. Students are required to download and install Examplify and to install upgrades of the Examplify software, as they are released by ExamSoft, and to contact ExamSoft support for problems with installing or running the software on their computers. Instructions for Examplify download and installation will be provided through an email from ExamSoft when student Examplify accounts are created. Tablets and iPads cannot be used for examinations.

Mercer ExamSoft login: <https://ei.examssoft.com/GKWeb/login/mercermed>

Academic Information

ENROLLMENT

Full-time enrollment in the Program is fifteen (15) semester hours of BMS courses in the fall and sixteen (16) semester hours of BMS courses in the spring. No part-time enrollment will be considered. Matriculating students are expected to enroll for the full-time academic load. The BMS courses listed below are available only to MS degree-seeking students matriculating in the MSPCS and MS in Biomedical Sciences Programs.

SATISFACTORY ACADEMIC PERFORMANCE

Academic performance will be monitored within courses during each semester for student academic advisement (see Academic Performance Standards below). Also, refer to the section Satisfactory Academic Progress for Financial Aid in the Financial Aid Section of this Catalog.

ACADEMIC ADVISING

The Program Director will assign a faculty member to serve as an academic advisor to each enrolled student. Each student must meet with his/her advisor by the end of the second week of the fall semester. The academic advisor will have access to the student's academic records and will provide academic and career guidance to the student throughout the Program. The advisor may consult with course directors and the Program Director to discuss issues affecting a student's academic performance and to offer recommendations to the student about study skills. The academic status of the student is based on the academic performance standards as outlined below. Academic advisors keep the academic information of the student and any personal information shared by the student in confidence. An academic advisor may recommend additional personal and academic support for students (refer to the Mercer University and MUSM Student Handbooks for support resources). If a student's academic advisor feels that the student is under duress, the academic advisor will consult the Program Director, the Associate Dean for Student Affairs, and/or Mercer Counseling and Psychological Services for guidance in the best interest of the student. Any faculty member will directly contact the Mercer Campus Police, if a student appears to pose an immediate threat to himself/herself or the University community.



ACADEMIC PERFORMANCE STANDARDS

A student seeking the MS degree should complete all Program requirements within the two-semester academic calendar of the Program as a full-time student. The maximum amount of time between initial enrollment in the Program and completion of degree requirements is four consecutive fall and spring semesters. Students should meet with the Program Director and make timely decisions about enrollment, if circumstances outside of the academic program are affecting their academic performance. Students who fail to meet the academic standards for the fall semester, for the MS degree, or for repeating courses (see below) will not be approved for additional time in the MSPCS Program.

The academic status of the student is determined by academic performance in terms of course grades and cumulative grade point average (GPA). A student is in good academic standing within a course as long as his or her examination scores remain at a letter grade of "C" or above. When a student receives an examination grade of below "C" in a course, he/she must meet with the course director to discuss his/her academic progress and a plan to improve his/her performance in the course. Course directors report all student exam scores to the Program Director. Notifications of changes in academic status will be issued to students by email from the Program Director. Final course grades below "C" do not count toward the Master of Science in Preclinical Sciences degree and will result in dismissal from the MSPCS Program.

In addition to the course grade requirement, a student must also achieve a fall semester GPA of 2.5 or above to remain enrolled in the MSPCS Program. A student failing to achieve a GPA of at least 2.5 for the fall semester will be dismissed and will not be eligible to take additional classes in the Program. A student who is dismissed from the Program for academic reasons will not be considered for re-admission to the Program as an applicant.

ACADEMIC CAUTION

A student will be notified by email that he/she has been placed on 'academic caution' following his/her first examination grade below "C" in a course. Within one week of the email notification, the student must schedule a meeting with the course director to discuss his/her performance in the course. The student remains under 'academic caution' until he/she completes all semester courses with a final grade of "C" or above.

A student with a fall semester GPA of 2.81 – 3.0 is considered to be in jeopardy of not meeting the GPA requirement for the MS degree, because he/she must obtain a 3.0 - 3.19, accordingly, as a spring semester GPA. A student with a fall semester GPA of 2.81 – 3.0 will be notified that he/she has been placed under 'academic caution' and must meet with the Program Director during the first week of the spring semester. The student will remain under 'academic caution' until the completion of the Program unless subsequent poor academic performance results in 'academic warning'.

ACADEMIC WARNING

A student will be notified by email that he/she has been placed on 'academic warning' following his/her second examination grade of below "C" during a semester. The two deficient exam grades may be in the same course or in different courses. Within one week of the email notification, the student must schedule meetings with the course director and the Program Director. The student remains under 'academic warning' until he/she completes all semester courses with a final grade of "C" or above.

A student with a fall semester GPA of 2.50 – 2.8 is considered to be in jeopardy of not meeting the GPA requirement for the MS degree, because he/she must obtain a 3.2 - 3.5, accordingly, as a spring semester GPA. A student with a fall semester GPA of 2.50 – 2.8 will be notified that he/she has been placed under



'academic warning' and must meet with the Program Director during the first week of the spring semester. The student will remain under 'academic warning' until completion of the Program coursework. A student under 'academic caution' for a fall semester GPA of 2.81 – 3.0 will be placed on 'academic warning' following his/her first examination grade below "C" in a spring semester course.

ACADEMIC EXCLUSION

A student is under 'academic exclusion' when he or she fails to meet the minimum academic requirements for the degree. A student who receives a final course grade below "C" or a fall GPA below 2.5 becomes academically ineligible to achieve the Master of Science in Preclinical Sciences degree due to failure to meet the minimum academic requirements for the degree. The student will be notified by email that he/she has been placed on 'academic exclusion' and has been dismissed from the Program. The student cannot re-enroll in the Program or continue to attend classes in the Program.

A student who fails to achieve the final minimum GPA of 3.0 after the completion of all MSPCS courses is ineligible for the MS degree and cannot participate in commencement exercises.

DEGREE REQUIREMENTS

The MS degree requirements are the completion of all required course work with a minimum, cumulative GPA of 3.0 and with all final course grades of "C" or above. Both academic performance requirements must be met for successful completion of the degree program and awarding of the MS degree.

Clearance for graduation must be granted by the Office of the Registrar.

DEGREE APPLICATION AND AUDIT FOR MAY GRADUATION/COMMENCEMENT

In March of the spring semester, MSPCS students must submit an Application for Graduation to the MUSM Registrar for verification of academic standing and eligibility for participation in commencement. The degree auditing process is initiated from these applications and is a joint responsibility of the Office of the Registrar in the School of Medicine and the program administration to ensure that students are on track for successful completion of the degree program.

FINAL CHECK/RECOMMENDATION FOR MAY GRADUATION

The Office of the Registrar in the School of Medicine will check final grade point averages and spring semester final course grades to verify graduation eligibility for MSPCS students according to the degree requirements as defined below. Those meeting the degree requirements will be cleared for graduation. The Registrar's Office or the Program Director will notify students, who failed to meet the requirements that they cannot participate in commencement.

PARTICIPATION IN COMMENCEMENT CEREMONIES

Only students who have completed all Program requirements in good academic standing by the end of spring semester will be eligible to participate in commencement.

DIPLOMAS

Diplomas are not distributed during commencement. Diplomas are ordered by the Office of the Registrar in the School of Medicine after all MSPCS degree requirements are met. Diplomas are mailed to the address provided on the Application for Graduation. Graduates should contact the Office of the Registrar with questions about their diploma.



Curriculum

MSPCS DEGREE

31 Semester Hours

Fall Semester - 15 hours		
BMS 610	Biochemistry and Molecular Genetics	5
BMS 612	Molecular Cell Biology	5
BMS 622	Microbial Pathogenesis	5
Spring Semester - 16 hours		
BMS 611	Human Immunity	5
BMS 620	Human Physiology	5
BMS 621	Human Development	5
<i>Required Elective (select one of the following):</i>		
BMS 623	Preclinical Sciences Capstone	1
BMS 624	Biomedical Sciences in Rural Health Research	1



Course Descriptions

BMS 610. Biochemistry and Molecular Genetics (5 hours)

The goal for the instruction in biochemistry and molecular genetics is for students to understand the chemical and biomolecular composition of the human body, the importance of buffering and solute concentrations in physiological function, the metabolic processes that provide energy to sustain tissue viability, the structure and dynamics of genetic material, the regulation of gene expression, and the principles of genetic inheritance. This learning goal will be achieved by students through problem solving in the classroom, discussion of medical case scenarios, and analysis of the biochemistry and genetics research literature. (Every fall)

BMS 611. Human Immunity (5 hours)

The goal for the instruction in the human immune system is for students to understand the development and organization of the human immune system, the genetic and molecular mechanisms of immunity, the role of inflammation in immunity, the initiation and detection of immune responses, and the use of vaccines to support human immunity. This learning goal will be achieved by students through problem solving in the classroom, discussion of medical case scenarios, and analysis of the immunology research literature. (Every spring)

BMS 612. Molecular Cell Biology (5 hours)

The goal for the instruction in molecular cellular biology is for students to understand the fundamental structure of human cells, the function of intracellular organelles, the dynamics of organelles in different cell types, the cellular interactions within tissues to support tissue function, and the biomolecular interactions required for cellular function. This learning goal will be achieved by students through problem solving in the classroom, discussion of medical case scenarios, and analysis of the molecular biology and cell biology research literature. (Every fall)

BMS 620. Human Physiology (5 hours)

Prerequisites: BMS 610, 622, and 612

The goal for the instruction in human physiology is for students to develop an understanding of the function of the human body, building upon their prior knowledge of human biology, physics, chemistry, and mathematics. This course deals with body fluid compartments and body systems organization and function with special emphasis on the nervous, cardiovascular, respiratory, and urinary systems. Students will examine the concepts of homeostasis and regulatory mechanisms as they are applied in the various body functions. The learning goal will be achieved through a combination of interactive lectures, group discussions, problem-solving exercises, and medical case-based activities. (Every spring)

BMS 621. Human Development (5 hours)

Prerequisites: BMS 610, 612

The goal for the instruction in human development is for students to understand the process of human development, the determinants of embryonic development, the differentiation and organization of cells into functional tissues and organs, the maternal contribution to embryonic and fetal development, the environmental and physiological risks to human development, and the basic functional anatomy of the human body. This learning goal will be achieved by students through classroom discussion, interaction with animated programs depicting developmental processes, histological analysis of human tissues, and interaction with animated programs and with plastinated models of human anatomy. (Every spring)



BMS 622. Microbial Pathogenesis

(5 hours)

The goal for the instruction in microbial pathogenesis is for students to understand the structural and genetic differences between human cells, bacteria, fungi, parasites and viruses, the variations in structure among members of pathogenic species, the metabolic and genetic properties of microbes that facilitate their adaptation to different environments, the commensal relationship between humans and microbes, the mechanisms of microbial and viral pathogenesis, and the basic laboratory culture conditions and tests for human microbial pathogens. This learning goal will be achieved by students through problem solving in the classroom and discussion of medical cases and research literature that illustrate clinical application of microbiology principles. (Every fall)

BMS 623. Preclinical Sciences Capstone

(1 hour)

Prerequisites: BMS 610, 612, 622

The goal for the course is for students to apply their scientific knowledge in critical thinking through composition and oral presentation. Students will select a topic in biotechnology or scientific research, review current literature, and author a dissertation that surveys the current knowledge of the topic and expounds on questions that could lead to scientific advancement and medical application of the research. The instructional time will provide students with information on how to format their composition, how to search the scientific literature and databases, how to analyze scientific papers, and how to properly cite resources in their compositions. Independent work is expected. Students in the course will be expected to prepare an oral presentation to be delivered during the latter half of the course. Oral presentations and compositions will be evaluated by a panel of faculty and peers who will utilize a rubric to determine student achievement of the course objective and the program competencies. (Every spring)

BMS 624. Biomedical Sciences in Rural Health Research

(1 hour)

Prerequisites: instructor permission for enrollment, BMS 610, 612, 622

The goal of the course is for students to participate in community-based research in rural communities and apply biomedical sciences concepts toward understanding the cause of disease or the delivery of effective health care in rural areas. Students will learn methodology for collecting and analyzing research data on rural health conditions and will engage in data analysis. Independent work is expected. Students in the course will be expected to prepare a composition and an oral presentation to be delivered during the latter half of the course. Oral presentations and compositions will be evaluated by a panel of faculty and peers who will utilize a rubric to determine student achievement of the course objective and the program competencies. The instructional time will provide students with information on how to perform rural health research, search scientific literature and rural health databases, properly cite resources, and interpret epidemiological and statistical data. (Every spring)



*Andrea S. Meyer Stinson, Interim Program Director of Master of Family Therapy Program;
Associate Professor*

PROGRAM DESCRIPTION

The Master of Family Therapy degree program provides rigorous preparation for a career in the family therapy profession. This program of study satisfies the educational requirements for licensure in Georgia and other states as a marriage and family therapist and leads to membership as a clinical fellow in the American Association for Marriage and Family Therapy. The Family Therapy Program also provides the necessary coursework and clinical training beyond the master's degree for students with a qualifying graduate degree who seek to satisfy the requirements for licensure in Georgia as a marriage and family therapist.

The Mercer University School of Medicine Masters of Family Therapy (MFT) program mission is to transform MFT and medical students into competent, compassionate and ethical professionals who work collaboratively to meet the needs of individuals, couples, families and communities, including the rural and underserved. Emphasizing interactive and case-based teaching strategies, our student-centered faculty provides a conceptual and practical foundation that equips graduates to be discerning consumers and innovative producers of knowledge across a variety of medical and other clinical settings, as well as academic institutions. This foundation prepares clinicians to articulate and utilize a wide variety of philosophical perspectives, theoretical orientations, and clinical modalities, all with sensitivity and responsiveness to diverse contextual factors that affect therapist and client systems, as well as institutions and communities in which they participate. Through scholarship and clinical outreach, students and faculty work closely to have local, regional, national, and global impact.

Admissions Information

Note: Admission into the MFT program does not guarantee completion of the Master of Family Therapy degree program. The Master of Family Therapy program is a professional program in which suitability and competency in the practice of marital and family therapy is continually assessed through the academic coursework and the clinical practicum experience. It is the responsibility of the clinical faculty, along with the program director, to assess each student's progress in all program areas. If, in the judgment of the clinical faculty, a student is not making satisfactory progress, one of the following or a combination of the following options may be required:

1. Additional clinical practica
2. Personal individual and/or family psychotherapy
3. Counseling out of the program into a more suitable course of study
4. Expulsion from the program

Students selecting the Master of Family Therapy must undergo a faculty review and assessment after completing twelve semester hours of academic work and/or one semester of clinical practicum. This review, by the program director and the clinical faculty, is for the purpose of assessing the student's clinical work and suitability for continuation in the Master of Family Therapy program.

APPLICATION PROCESS

Applicants are required to meet the following admission requirements:

1. A completed graduate application form to Mercer University School of Medicine for the Master of Family Therapy program and a non-refundable fee of \$50. applyweb.com/apply/mercernms



2. Official transcripts, sent directly from the college or university, for all college level work completed to earn a baccalaureate degree from an accredited college or university.
3. Official transcripts, sent directly from the college or university, for any work completed beyond the undergraduate degree, i.e. masters and/or doctoral work.
4. Three letters of reference, two of the three must be from either current or previous college professors and/or employers, the third may be a college professor, employer or friend.
5. A three-page (750 words), double-spaced, typewritten essay on the subject of the student's educational, career, and life goals.
6. An evaluative interview with the program faculty is required prior to acceptance.
7. An overall undergraduate grade point average of 2.50 or better, based on a 4.0 system, is required.

APPLICATION DEADLINES

The application deadlines for fall are January 15 (early admission) and June 1. The application deadline for spring admission on the Macon campus (contingent on space available) is November 1. The Atlanta campus does not accept spring admissions.

Academic Information

The academic year for all MFT programs begins with the fall semester (16 weeks) and spring semester (16 weeks) and ends with the summer semester (12 weeks). A practicum will continue year-round (50 weeks). Students can complete this program in a minimum of two years, but must complete within six years.

ACADEMIC ADVISING

Each student will be assigned a faculty advisor. The advisor will assist students in devising strategies to meet career objectives, recommending resolutions to academic problems, and completing professional development and portfolio requirements. The advisor is to meet with the student to establish a written program of study outlining the course sequence that best fits with the student's capabilities and circumstances. The advisor is also to meet with the student each semester to ensure progress toward graduation requirements including completion of professional development and portfolio requirements. The Program of Study Form is stored in the student's academic file.

ACADEMIC PERFORMANCE STANDARDS

A student seeking the Master of Family Therapy degree must complete all program requirements within six years from the start of the program in MUSM. The time requirements begin when a student formally enrolls in his or her first graduate course in MUSM. A graduate student not enrolled in a course(s) for two consecutive semesters will be withdrawn from the graduate program, unless he or she has received prior approval for a leave(s) of absence from the program director.

Requirements for graduation from the MFT program: In addition to meeting the 3.0 GPA requirements for graduation, master's students may have no more than two grades of C and/or C+. A cumulative grade point average of 3.0 is one of the requirements in graduate work. Grades below a C do not count toward the degree. Students not meeting the minimum academic standard will be placed on academic warning, academic probation, or academic exclusion, as defined below. A student may repeat only one course to improve a letter grade of C or C+.



ACADEMIC WARNING

The student will be placed on academic warning upon receiving his/her first grade of C or C+.

ACADEMIC PROBATION

The student will be placed on academic probation upon receiving his/her second grade of C or C+.

ACADEMIC EXCLUSION

A master's student will be permanently excluded from the program upon receiving a third letter grade of C or C+.

The academic record of these students will reflect academic exclusion, unless the student is able to avail him/herself of the one opportunity provided to repeat one course in which he/she received a letter grade of C or C+. If a student is successful in improving the letter grade in the repeated course to a B or higher, then the student will be placed back on academic probation. Should a letter grade of C+ or lower be awarded in any course thereafter, the student will be permanently excluded from the program.

Master's students receiving a letter grade of F will be permanently excluded from the program. Students are not permitted the retake option in a course in which they earn a letter grade of F.

ATTENDANCE POLICY

Students are expected to attend all classes each semester. Since classes meet only once per week, to miss one class is the equivalent of being out of school for a week. However, should absences occur, the following provisions will be followed:

- **For each absence:** The student must submit an outline of the readings and class material for the class missed. This should be submitted to the instructor at the beginning of the next class attended.
- **Two absences:** In addition to the outline, the student must write a paper on the topic missed; the instructor must approve the length and content of the paper.
- **Three absences:** In addition to the outline and the paper, the student will experience an automatic grade reduction by one letter grade.
- **Four absences:** In addition to the outline and the paper, the student will not be awarded a grade of higher than a C.
- **Five absences:** The student will automatically be awarded a grade of F.

COURSE SYLLABI

MFT students are provided a course syllabus at the beginning of each course. The syllabus is to outline the required texts, expectations of the course, required papers and projects, exams, grading rubrics, and all other expectations of the course, including attendance and grading. The professor(s) of the course will assign the student a grade in the course, based upon the student's performance, as outlined in the syllabus.

COMPREHENSIVE EXAM (AMFTRB PRACTICE TEST FOR THE MFT NATIONAL EXAMINATION)

Toward the end of the spring semester and after completing a majority of required coursework, students are required to take and pass the Association of Marital and Family Therapy Regulatory Boards (AMFTRB) Practice Test for the MFT National Examination. Taking and passing this examination is a requirement for graduation from the program.



Information regarding the examination is found online at amftrb.org/mft-exam/practice-exam. The most recent AMFTRB Marital and Family Therapy National Examination Handbook for Candidates is available at <https://ptcny.com/pdf/AMFTRB2021.pdf>. Students are responsible for the \$60.00 exam fee. The examination helps the student assess his/her knowledge before taking the actual examination and consists of 100 multiple-choice questions that were developed using actual questions from previous examinations. The exam will give students the opportunity to become familiar with the format of the test questions and will provide an indication of preparedness for the actual examination. It is the closest practice examination to the “real thing” since it is the only practice examination designed and developed by AMFTRB.

The following coursework must be completed prior to taking the exam:

- Foundations of Family Studies
- Diversity and Social Justice
- Human Development
- Theories of Family Therapy
- Assessment and Diagnosis in Family Therapy
- Clinical Treatment with Children, Adolescents and Families
- Addiction in Family Systems
- Couples Therapy
- Ethical, Legal and Professional Practice in Family Therapy
- Clinical Family Research Methods

Students are required to submit to their faculty advisor evidence of a passing grade and the feedback received from each administration of the AMFTRB exam regarding their preparedness on each domain of the exam.

EVALUATION OF MFT PRACTICUM EXPERIENCE

Each semester an MFT student is engaged in a practicum, he/she is required to complete evaluations of the practicum site and practicum supervisor. The practicum student is also required to complete an agency evaluation form each semester for each site at which the student is engaged in a practicum experience.

EVALUATION OF PROGRAM

Once each year, all students, faculty, staff, and communities of interest are asked to complete the Annual Program Survey addressing topics including the program mission, student support services, fiscal and physical resources, program publications, program curriculum and content, clinical training, faculty, administration, and technological resources.

DEGREE REQUIREMENTS

Successful completion of all academic course work with a minimum of 3.0 GPA. The student may have no more than two letter grades of “C+” or “C”. Mercer University does not award a grade of “D.” A letter grade of “F” may not be included in course work used for the MFT Program.

Successful completion of a one-year practicum experience (nine semester hours) in which the student must accrue 500 hours of direct clinical experience, 100 hours of which must be with couples and/or families. A student must have taken additional practicum as needed in order to accrue the 500 hours of direct clinical experience and/or the 100 hours of contact with couples and/or families



Accrual of a minimum of 100 hours of clinical supervision of which include:

- A minimum of 50 hours is in individual supervision.
- A minimum of 50 hours of supervision must be conducted with raw data (live, video, or audio).
- Successful completion of a clinical presentation to program faculty. Students must score the equivalent of 70% in order to pass.
- A passing score on the Practice Test for the MFT National Examination offered online by the Association for Marriage and Family Therapy Regulatory Boards (AMFTRB).

PRACTICUM EXPERIENCE

MFT students spend a minimum of three consecutive semesters (approximately 50 weeks) in the Mercer Family Therapy Center and an appropriate community placement site conducting marriage and family therapy under supervision.

The practicum may begin during the first or second year of training, depending upon the previous clinical experience of the student, and continues for one full year, ending when the student has accumulated 500 hours of direct clinical experience. Therapy students average 20 hours a week in the practicum placements, providing an average of 10 to 12 hours of direct client contact as a therapist or co-therapist and participating in other activities deemed appropriate by the program and/or agency. Students receive supervision at the program's Family Therapy Center to facilitate live supervision by faculty-approved supervisors.

In the beginning of a practicum placement, inexperienced therapy students may be able to see only three or four clients a week, for whom they function as a co-therapist, along with an experienced agency therapist. With experience, and by the second semester of a practicum, a student will be the primary therapist for an average caseload of 10 clients per week. This will enable the student to provide a total of 500 hours of direct service to clients in the course of his or her practicum.

While s/he is being trained as a marriage and family therapist, emphasis is placed on working with couples and families present in sessions. However, the student has the skills to work with individuals and groups (from a systemic relational perspective) as well.

A faculty-approved supervisor will provide a minimum of 100 hours of clinical supervision, including 50 hours of group supervision and a minimum of 50 hours of individual supervision. At least 50% of supervision hours must be supervision by direct observation, which includes live supervision and videotape. The 100 hours of clinical supervision occurs at the program's Family Therapy Center on a weekly basis during the entire practicum experience. Students in a practicum are required to engage in clinical supervision during the hours offered on each program campus.

SURVEYS OF ALUMNI

Mercer MFT alumni contact records are maintained and updated on an annual basis. Graduates and students are invited to attend the Armour Family Lecture Series to provide an educational, networking opportunity for students, alumni, and marriage and family professionals. Alumni are also asked to complete the Mercer MFT Alumni Questionnaire each year that requests information on professional employment status, credentialing status, preparedness to function in the workplace and graduate satisfaction with their educational experience in the MFT Program.



Curriculum

MFT DEGREE REQUIRED COURSES (48 Semester Hours)

Professional Development Seminar Series		
MFT 601	Professional Development Seminar I	0
MFT 602	Professional Development Seminar II	0
MFT 603	Professional Development Seminar III	0
MFT 604	Professional Development Seminar IV	0
MFT 605	Professional Development Seminar V	0
MFT 606	Professional Development Seminar VI	0
Core Requirement - 36 hours		
MFT 610	Foundations of Family Studies	3
MFT 615	Human Development	3
MFT 620	Diversity and Social Justice	3
MFT 625	Theories of Family Therapy	3
MFT 630	Assessment and Diagnosis in Family Therapy	3
MFT 635	Foundational Skills in Practicum	3
MFT 640	Clinical Treatment with Children, Adolescents, and Families	3
MFT 645	Addiction in Family systems	3
MFT 650	Ethical, Legal, and Professional Practice in Family Therapy	3
MFT 655	Couples Therapy	3
MFT 660	Clinical Family Therapy Research Methods	3
MFT 665	Human Sexuality	3
Electives - 3 hours		
MFT 680	Special Topics in Marriage and Family Therapy	3
MFT 681	Grief and Loss Across the Lifespan	3
MFT 682	Play Therapy	3
MFT 683	Group Therapy	3
MFT 690	Foundations in Interated Behavioral Health and Medical Family Therapy	3
Practicum Sequence - 9 hours (minimum)		
MFT 702	Practicum II	3
MFT 703	Practicum III	3
MFT 704	Practicum IV	3
MFT 705	Practicum V	3
MFT 706	Practicum VI	3
MFT 707	Practicum VII	3



Course Descriptions

MFT 610. Foundations of Family Studies

(3 hours)

This course introduces students to the field of family studies and provides a foundational understanding of family functioning and the family life cycle within a multicultural context. Students will explore the specific theoretical and philosophical frameworks of general systems theory and cybernetics. (Fall semester, year one)

MFT 615. Human Development

(3 hours)

This course surveys human development across the lifespan of the individual, from birth to death, with emphasis on the clinical relevance for family therapists. The course examines the biopsychosocial/spiritual theoretical underpinnings of human development. Students are introduced to various theories of human development and exposed to the diversity of the global human experience. (Fall semester, year one)

MFT 620. Diversity and Social Justice

(3 hours)

The purpose of this course is to explore various topics of diversity and social justice in human development and lived experiences within family organization, structure, and values. Diversity concepts such as race, ethnicity, socioeconomic status, disability, age, gender, sexual orientation, family system, religion/spirituality, and geographic location will be explored as they relate to students individually and collectively. Students will discover how issues of power/privilege and oppression influence their lives. (Fall semester, year one)

MFT 625. Theories of Family Therapy

(3 hours)

This course is a detailed examination of the major modern and post-modern theories of family therapy and their application to families, couples, and individuals. The course introduces students to both the theoretical framework and therapeutic practices that inform the field of family therapy. Students are invited to examine and reflect upon the assumptions underlying various family therapy approaches and how they are applied to diverse populations of clients. Current evidence-based practices and empirical research are explored. (Spring semester, year one)

MFT 630. Assessment and Diagnosis in Family Therapy

(3 hours)

This course is a detailed examination of psychopathology within the family system. With a focus on the major psychiatric disorders, as defined in the Diagnostic and Statistics Manual of Mental Disorders (DSM), the function of assessment and diagnosis will be introduced. Assessment and diagnosis of families, couples, and individuals will be introduced. Students learn psychopharmacological interventions often used in conjunction with psychotherapy. (Spring semester, year one)

MFT 635. Foundational Skills in Practicum

(3 hours)

This course prepares students for clinical work with families, couples, and individuals in various settings with diverse populations. Students receive training in basic systemic clinical skills as well as policies, procedures, and administrative responsibilities of seeing clients in the Mercer Family Therapy Center (MFTC). (Summer semester, year one)

MFT 640. Clinical Treatment with Children, Adolescents, and Families

(3 hours)

Pre-requisite: MFT 625.

This course is a review of contemporary theoretical and empirically supported relational/systemic treatments for children, adolescents, and families. An ecological family-centered approach is used as a core perspective in the course. Students learn how certain models and interventions are appropriate for specific presenting problems. Underlying the entire course will be a focus upon building awareness and responsiveness to influences of diversity and contextual factors in working with a variety of family constellations and presenting problems. (Summer semester, year one)

**MFT 645. Addiction in Family Systems****(3 hours)**

This course examines the etiology, development, and progression of chemical and behavioral addictions in families. Systemic conceptualization and treatment implications are discussed within a multicultural context. (Summer semester, year one)

MFT 650. Ethical, Legal, and Professional Practice in Family Therapy**(3 hours)**

This course introduces the ethical, legal, and professional dimensions of family therapy practice. Specifically, the AAMFT Code of Ethics, GA/Federal law, and acceptable professional standards are emphasized. These rules and regulations are considered and integrated within multiple perspectives of ethical decision making, along with self-of-the-therapist factors, students will use in practice. (Fall semester, year two)

MFT 655. Couples Therapy**(3 hours)**

Pre-requisite: MFT 625.

The purpose of this course is to learn how to work with couples and romantic relational systems in a therapeutic context. Students learn about evidence-based models, interventions, and special issues related to romantic dyad+ therapy. These components of couple therapy are addressed within a multicultural context. (Fall semester, year two)

MFT 660. Clinical Family Therapy Research Methods**(3 hours)**

This course prepares students to design, critique, and apply research and published literature in clinical practice. Students are provided the skills needed to select and integrate current literature into their theory of therapy and clinical skill set. A working knowledge of qualitative, quantitative, and mixed methods research methodologies is taught. Students develop the skills necessary to evidence efficacy in clinical treatment. (Spring semester, year two)

MFT 665. Human Sexuality**(3 hours)**

This course is a detailed examination of sexuality as it pertains to human development. It provides students with information about human sexuality across the lifespan including sexual difficulties, diversity, and identity. Models of sex therapy are also presented. (Summer semester, year two)

MFT 680. Special Topics in Marriage and Family Therapy**(3 hours)**

Occasionally, as needed.

MFT 681. Grief and Loss Across the Lifespan**(3 hours)**

This course will investigate the concepts of grief, loss, and trauma as they intersect with family therapy across multiple contexts and diverse populations. Students are encouraged to explore self-of-the-therapist factors as they relate to their clinical practice and their own experiences of trauma and loss. (Occasionally, spring)

MFT 682. Play Therapy**(3 hours)**

This course is designed as a brief introduction to play therapy. This is a content and experiential based course designed to help you gain the rudimentary knowledge and skills for conducting play therapy. During the course, students will examine the rationale behind the use of play therapy, the various theoretical approaches to play therapy, and the techniques used for effective play therapy. The course will focus primarily on child-centered play therapy and family play therapy. This course will provide a foundation of knowledge and skills in play therapy that can be expanded with further training and education. (Occasionally, spring)

**MFT 683. Group Therapy****(3 hours)**

Students in this course will gain knowledge of the theory and practice of developing and running group psychotherapies. All types of group processes will be examined, including structured and unstructured, and topic specific modalities. Strategies for maintaining a systemic perspective will be emphasized, along with a focus on diversity and experience. Experiential learning activities and implementation-based projects will be a primary evaluation method. (Once a year, spring)

MFT 690. Foundations in Integrated Behavioral Health and Medical Family Therapy (3 hours)

This course examines the topics of health, illness, disease and disabilities as it pertains to individuals, couples, families, family therapy, and health care. Mechanisms of change from a systemic, cultural, and biopsychosocial perspective are used as a platform to discuss the social determinants of health. Students examine the mind/body dualism of western society and how this philosophy impacts our understanding of health and illness. Additionally, the course focuses on the intersection between integrated behavioral health and primary care. Interactional dynamics between medical family therapists, health care practitioners and patients are examined, including issues of collaboration and effective integrated care. This class will be relevant to both practitioners and researchers. (Once a year, spring)

MFT PRACTICUM SEQUENCE**(THREE SEMESTERS MINIMUM)****MFT 702. Practicum II****(3 hours)**

Prerequisites: MFT 625, 630, 632; Co-requisite: MFT 650

This course is designed to enable the student to begin applying marriage and family therapy theory, core competencies and best practices to their own cases in therapy settings (both their community placements sites and at the Mercer Family Therapy Center). Students will begin analyzing their own clinical work through supervision and peer consultation and will grow in their ability to articulate and apply systemic principles in their own clinical work. (Every fall) (Practicum fee)

MFT 703. Practicum III**(3 hours)**

Prerequisite: MFT 702

During this course, students will expand on the clinical experience they gained in Practicum II. Throughout the course students will continue to analyze their own clinical work, but will also begin to formulate their own theory of change and theory of therapy. Students will become more proficient at incorporating MFT theory and knowledge to support well-developed case conceptualizations consistent with their own theory of change. (Every spring) (Practicum fee)

MFT 704. Practicum IV**(3 hours)**

Prerequisite: MFT 703

In this course students will exhibit proficiency in conducting effective therapy sessions. Students will appropriately articulate and demonstrate their own theory of change/therapy in sessions. Students will be able to evaluate the strengths and contraindications of their individual therapeutic approaches. Students will also effectively demonstrate therapeutic best practices in their work and in supervision. (Every summer) (Practicum fee)



MFT 705-707. Practicum V/VI/VII

(3 hours)

Prerequisite: MFT 703

This course is a continuation of practicum for students who have not completed the graduation requirements (i.e. 500 direct clinical experience and/or 100 supervision hours) during the traditional practicum courses (Practicum 702-704). In this course students will continue to demonstrate proficiency of all skills from previous practicum courses, and will continue to demonstrate strong clinical conceptualization skills. (Practicum fee)

PROFESSIONAL DEVELOPMENT SEMINAR SERIES

This professional development seminar introduces students to topics and issues that will enhance students' personal and professional development as future family therapists. Meetings occur through each of the six semesters of the students' academic program of study. This series will culminate in the preparation and presentation of a professional development portfolio (PDP), which is a graduation requirement.

PORTFOLIO REQUIREMENTS

The Professional Development Portfolio (PDP) is designed to provide a thoughtful and summative comprehensive project that a student completes throughout their program of study. As a requirement of graduation, all students who wish to obtain a Master of Family Therapy degree must complete the PDP and receive a passing endorsement via oral exam and faculty review.

The portfolio is a continual project that has been completed throughout the length of the program for the student. Many components of the portfolio are accomplished intermittently throughout the program in various courses and as a part of professional development outside of course content. The portfolio should be completed and submitted electronically by the presentation date – set near the end of the final semester of enrollment.

PORTFOLIO COMPONENTS

Cover Page, Table of Contents, Statement of Intent

The portfolio is the culmination a student's master's degree program and should demonstrate his/her growth and development throughout the Master of Family Therapy Program. It should illustrate the highest quality work the student has produced during their matriculation. This final product should be neatly and professionally organized and structured. The portfolio should include an appropriate cover page and an accurate table of contents page outlining the entire document. In addition, students will include a Statement of Intent (SI). In the SI, students will describe the purpose and contents of the portfolio and will declare that the submission of the portfolio to the program faculty serves to demonstrate the completion of the Professional Development Seminar Series requirements.

Signed Program Plan

Students will begin meeting with his/her faculty advisor during the first semester and will continue meeting as needed throughout the entire program of study. During these advisement meetings, students will complete the Program of Study Plan which will be approved by his/her advisor. Students are responsible to ensure this form is completed, signed by his/her faculty advisor and included as part of the portfolio. This form should be completed no later than by the end of the student's second semester in the program.



Current Curriculum Vita

Students will construct a professional curriculum vita that will include an accurate overview of relevant degree(s) awarded, professional experience (i.e., presentations, publications, research/clinical experiences, etc.), honors/awards, service or volunteer experience, and professional references. Curriculum vita should be in APA format and should adhere to professional standards and appearance.

Certificates and Evidence

At Least 15 CEU's earned in the field of Mental Health

Students will provide physical copies of Certificates from attendance at Continuing Education or Clinical Trainings, for which they have received credit. There is no specific topic or requirement for type of CEU or learning opportunity.

15 Clock hours of Service to the Community

Students will provide a signed ledger (signed by student and community partner who can verify program/activity) indicating they have provided at least 15 clock hours of service to the community during their time of enrollment in the MFT Program. Service to the community can and may include volunteer activities, specific educational programs created for the community, or any kind of specific activity that benefits an underserved and/or rural population or community. To receive credit, the student must propose and gain advance approval from their advisor for the work they would like to complete (informal process). Then, upon completion of the activity, provide a written account of their experience, connected to their development as a family therapist and social change agent. This document should include the total number of hours provided, an outline of the activity/program, and the write up of the discussion mentioned previously.

Application for Community Placement

Students will begin preparing for the Community Placement component of the practicum experience during the first semester of their first year. To begin this process, students are required to complete and submit the Application for Community Placement to the Community Placement Coordinator no later than the last day of the first semester. Before submitting this form, each student will meet with his/her faculty advisor for a faculty endorsement of their application form. Students are required to retain a copy of this form and include it as part of his/her portfolio.

Assessment Day

Each student should demonstrate clinical skills appropriate to a Master's-level graduate student. This includes clinical conceptualization, diagnosis, treatment planning and intervention. Prior to beginning the second (clinical) year of the program, students will meet with their faculty advisor and other faculty members on "Assessment Day." Faculty members will review and evaluate student's progress through the first year courses and assess student's readiness to begin practicum. Each student will be required to achieve faculty approval in order to begin working at community placement sites. Students are required to retain a copy of the "Assessment Day Evaluation Form" and include it as part of his/her portfolio.

Clinical Skills Checklist

A checklist form will be used to evaluate the achievement of a basic set of skills to be developed over the course of the practicum sequence. Students will earn approval for these skills as clinical supervisors and/or core faculty observe them. Students are required to retain a copy of the checklist and include it as part of his/her portfolio.



Theory of Therapy and Change Paper

This integration paper should describe the development and revision of the student's preferred theory and practice of systemic change, drawing on historical and/or contemporary theories, and demonstrating knowledge of the appropriate application of the assumptions, concepts and skills of those theories. Students are required to retain a copy of the paper and include it as part of his/her portfolio.

License Application (for state intending to practice in)

Licensure is required for recent graduates in many states, including Georgia. As part of this process, recent graduates are required to complete and submit a licensure application for the state in which they intend to practice. As part of the portfolio, students are required to include a completed copy of the relevant license application for the state in which they intend to practice. Students are required to retain a copy of the application and include it as part of his/her portfolio.

AMFTRB Practice Exam – Passed Successfully

Students must take the Association for Marriage and Family Therapy Regulatory Board (AMFTRB) online practice exam in preparation for the licensure exam that will be taken post-graduation. Students are required to take/retake the examination until a passing score is achieved. A certificate demonstrating the passing score is submitted to the program and included in the portfolio. The cost to take each practice exam is \$60 and candidates will be charged the full examination fee each time they register for an examination.

Copy of Portfolio Approval Form, completed

Once reviewed and approved by faculty, students will include a signed and dated copy of the Portfolio Approval Form.

Additional Materials

Students may include any additional items they feel help demonstrate their growth, development, and/or mastery of MFT principles and concepts.



Brad Lian, Program Director for Doctor of Philosophy in Rural Health Sciences; Associate Professor.

PROGRAM DESCRIPTION

The Doctor of Philosophy in Rural Health Sciences (PhD in Rural Health Sciences) Program at Mercer University School of Medicine is a three-year, research-based doctoral program housed within the Department of Community Medicine. The program consists of 64 credit hours in interdisciplinary rural health sciences, including classroom instruction, field experiences, and dissertation research. The PhD Program prepares graduates for research careers focused on improving the health of rural areas using multidisciplinary methods. Following successful completion of all coursework, passing of comprehensive examinations, and the successful defense of a dissertation, students will be awarded the degree of PhD in Rural Health Sciences.

Admissions Information

The current admissions requirements and instructions are available at:

medicine.mercer.edu/admissions/rural-health-sciences-phd

Academic Information

REGISTRATION

Official course enrollment requires the student read and acknowledge the Student Statement of Responsibility indicating their understanding of their academic and financial obligations associated with enrollment at Mercer University. Students are required to register for courses at the time prescribed in the MUSM calendar or in compliance with official notices issued by the Office of the Registrar at the School of Medicine. Student are required to submits a deposit to secure their enrollment. The deposit will be applied to the student's fees. Registration commits a student to the courses for which they are registered and the corresponding fees and charges incurred. A registered student who is unable to attend classes must notify the Registrar of the School of Medicine in writing prior to the first day of class. If a student decides against attending the Program, the deposit paid by the student to secure enrollment is forfeited.

COURSE REQUIREMENTS

Students must purchase access to a version (print or electronic) of the textbook for each course. Additionally, students are required to provide their own laptop computer as part of the materials required for each course in the Program. The computer must meet the specifications needed to run the Microsoft Office suite and statistical software required throughout the program. Students should consult with Program leadership when considering the purchase of a new computer.

ENROLLMENT

Full-time enrollment is 6 semester hours; however, enrollment of 10 credit hours per fall and spring semester in the first two years is expected. No part-time enrollment will be considered. Matriculating students are expected to enroll for the full-time academic load.

PhD Program students in good standing are eligible for tuition remission for up to 64 hours of tuition (covering all required core classes as well as 18 hours of dissertation). Students in good standing will also be eligible for a Graduate Research Assistantship throughout the program. This Assistantship comes with a stipend of \$25,000 per year.



SATISFACTORY ACADEMIC PERFORMANCE

Academic performance will be monitored within courses during each semester for student academic advisement (see Academic Advising). For satisfactory academic performance in progress toward the degree, a student must maintain a cumulative GPA of 3.0. This is the 'minimum satisfactory academic performance', and a student below this level of performance will be placed on academic warning (see definition below).

SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

Please refer to the MUSM Satisfactory Academic Progress for Financial Aid Policy in the Financial Aid Section of this catalog.

ACADEMIC ADVISING

The Program Director will serve as the faculty advisor to each student upon enrollment in the PhD Program. After the student forms a dissertation committee, the committee chair will become the student's research advisor and will direct the student's research along with at least two other committee members. The dissertation committee will meet with the student regularly to monitor their academic progress. The faculty advisor will have access to advisee academic records, will provide academic guidance for the student throughout the Program, and will consult with Course Instructors as needed to address the academic status of the student and counsel the student regarding academic performance. The academic status of the student is based on the academic performance standards as outlined below. Academic advisors are to keep the academic information of the student in confidence.

ACADEMIC PERFORMANCE STANDARDS

The academic status of the student is determined by their academic performance. A student is in good academic standing as long as their course grades remain at a letter grade of "B" or above. When a student receives an examination grade of a "C" or below in a course, they must meet with the Course Instructor to discuss their academic progress and a plan to improve their performance in the course. At this point, a student is under 'academic caution'. A final course grade of a "C" or below requires that the student meet with both the Course Instructor and their faculty advisor. At this point, the student is under 'academic warning'. Course instructors will report all students with exam scores below "C" on each exam to the Program Director. Notifications of academic status will be issued to the students by the Program Director. A minimum, cumulative grade point average of 3.0 is required for graduation from the Program. *Any student who receives a final course grade below a "C" will be dismissed from the Program. Any student receiving 2 or more "C" final course grades will be dismissed from the Program.* Academic dismissal precludes re-application to the Program and generally to all other graduate programs within Mercer University.

DEGREE

A student seeking the PhD degree should complete all Program requirements within the academic calendar of the Program as a full-time student. The maximum amount of time between initial enrollment in the Program and degree requirement completion is six academic years.

DEGREE REQUIREMENTS

Completion of all required course work with a minimum, cumulative GPA of 3.0 and with no more than one grade of "C" as well as successful passing of the dissertation defense and archiving of the dissertation per University requirements are required for conferral of the degree. Clearance for graduation must be granted



by the Office of the Registrar. Deadlines for submission of dissertations can be found at <https://provost.mercer.edu/resources/theses/theses.cfm>.

DEGREE APPLICATION

Applications for graduation are processed through the Office of the Registrar in the School of Medicine.

DEGREE AUDIT FOR MAY GRADUATION/COMMENCEMENT

By March of the spring semester, the Program Director submits to the Office of the Registrar an application for graduation for each student in good academic standing and potentially eligible to participate in commencement. The degree auditing process is initiated from these applications and is a joint responsibility of the Registrar's Office and the program administration to insure that students stay on track for successful completion of the degree program.

FINAL CHECK/RECOMMENDATION FOR MAY GRADUATION

The Registrar's Office will check final grade point averages and spring semester final course grades and will clear for graduation those students who meet the degree requirements as defined below. The Registrar's Office will notify students who failed to meet the requirements that they are no longer eligible for the degree and cannot participate in commencement.

PARTICIPATION IN COMMENCEMENT CEREMONIES

Only students who have completed all Program requirements in good academic standing by the end of spring semester will be eligible to participate in commencement. Students who have completed all course work and successfully defended their dissertation but are awaiting final depositing of their dissertation with the University may be allowed to participate in spring commencement ceremonies upon approval of the program director and the dean of the school.

DIPLOMAS

Diplomas are not distributed during commencement. They are available only in the Registrar's Office. Diplomas are ordered after all degree requirements are met. Graduates will be notified when their diploma is available.

CLASS ATTENDANCE

Although it is recognized that absences will sometimes be necessary, students are expected to attend classes. Course Instructors will state specific attendance requirements in the syllabi for the courses. It is the responsibility of students to be cognizant of their own record of absences and to consult the Course Instructors regarding work missed. The decision to permit students to make up work rests with the Course Instructor. Absences will negatively impact grades based on participation during in-class activities, such as group work and discussion-based seminar courses, since this work cannot be performed, as designed, outside of the context of the classroom. *The Course Instructor has the right to assign a grade of F for any attendance and participation portion of the course grade when a student habitually violates the attendance policy specified in the course syllabus.*

PROGRAM COMMUNICATION

Students will receive notifications, instructions, and assignments through their Mercer email accounts and the Canvas learning management system. Students are responsible for checking their Mercer email daily and immediately reporting problems with access to their Mercer account or to Canvas, unless



Mercer Information Technology has previously notified all Mercer users of limited access to these systems. Students are expected to obtain information and to complete assignments posted on Canvas in a timely manner, as instructed by the Program faculty or staff. Problems with Canvas or email should be addressed to helpdesk@mercer.edu. Course Instructors will provide details regarding communication for their courses in their course syllabi.

PROGRAM COURSE EXAMINATION POLICIES

Course examination policies are set by the Course Instructors and students are expected to adhere to these policies as laid out in the respective course syllabus. Students are expected to adhere to policies for all examinations administered in the program.

Grading System

Degree-seeking students enrolled in graduate courses will receive letter grades for all graduate work. Grades within a course will be assigned on a 100-point scale and the final grade will be converted to a letter grade. The final course letter grades will then be converted to a 4-point scale for determining the overall GPA for the Program.

LETTER	0-100	QUALITY POINTS PER CREDIT HOUR
A	90-100	4.0
B+	86-89	3.5
B	80-85	3.0
C+	76-79	2.5
C	70-75	2.0
F	Below 65	0

The following grading marks may be used when students do not complete courses within the curriculum, do not perform required activities in courses, or do not take courses for a letter grade.

GRADE	INTERPRETATION
ABX	Excused absence from exam
AU	Audit
IC	Incomplete
IP	In Progress
W	Withdrawal
Z	Grade Not Reported

A grade of IP is awarded only in a graduate practicum or in dissertation courses, which may extend beyond the end of a semester. A student is expected to finish "in progress" work based on the timetable established by the professor issuing the IP grade. If the student does not complete the required work within the time specified, the grade automatically converts to an F.

The grade of ABX denotes that a student was absent from an examination because of an illness or another valid and compelling reason deemed satisfactory by the professor. A makeup exam must be completed by



the course withdrawal deadline of the semester after the ABX was earned. If the student does not complete the required work within the time specified, the grade automatically converts to an F.

The grade of IC Indicates that a relatively small part of the semester's course work remains incomplete because of a student's sickness or reasons satisfactory to the professor. The work must be completed by the course withdrawal deadline of the semester after the IC was earned. If the student does not complete the required work within the time specified, the grade automatically converts to an F.

The grade of W (withdrawal) indicates that a student officially withdrew from a course on or before the last day for course withdrawals as designated in the current academic calendar. Withdrawals are not used when computing grade point averages.

WITHDRAWAL PROCEDURE

Students should not withdraw from a course prior to meeting with the Program Director, as courses are intended to be taken in sequence and on schedule. To make an official withdrawal from a course, a student should log into their MyMercer account and complete the Online Withdrawal form. It is located under External Links. If the student elects to discontinue class attendance and does not complete an official Course Withdrawal Form within the time limits described, a grade of F (failure) will be recorded on the student's official record. A grade of W may not be awarded if a student does not complete the official Course Withdrawal Form on or before the date designated for each semester in the current academic calendar. Please note that withdrawal from a course may result in a delay in the completion of the program.

COURSE GRADES AND FACULTY EVALUATIONS

Students are expected to provide feedback to the School of Medicine regarding their experience in the PhD program courses, including the evaluation of Course Instructors, of textbooks, and of class assignments and activities. Anonymous feedback will be gathered from students in the form of surveys conducted through Canvas after the final examination for each course. Canvas will record whether a student has completed a survey, but it does not link the student's identity to survey answers. Students who complete the surveys may be able to view course grade information as soon as possible, whereas those not participating in a survey may be required to wait until grades are posted by the Registrar. Student responses to surveys are essential in improving and maintaining the quality of the PhD program's education.

Special Academic Circumstances

LEAVE OF ABSENCE

A student may be granted a Leave of Absence (LOA) for academic reasons. A student on LOA may use the library and other learning resources and will remain on the distribution list for any student updates, class newsletters, and other communications.

Note that these academic LOAs do not meet the conditions of the Title IV regulations for an "approved" leave of absence and therefore must be treated as a withdrawal for Title IV purposes. The withdrawal date is the date the student begins the leave of absence. Students on LOA are not eligible for in-school deferment of student loans.

STUDENT APPEALS PROCESS: GRIEVANCE PROCEDURES

Students with grievances should follow the procedures for Academic or Nonacademic Grievances, as described in the respective sections of the MUSM Student Handbook.



Curriculum

PH.D. DEGREE (64 Semester Hours)

YEAR 1 - 26 hours

Fall Semester - 10 hours		
RRL 811	Foundations of Rural Health	3
RRL 812	Behavior Change Theory and Practice	3
RRL 813	Interdisciplinary Research Methods 1	3
RRL 814	Rural Population Health Seminar	1
Spring Semester - 10 hours		
RRL 821	Rural Community Engagement	3
RRL 822	Rural Health Equity	3
RRL 823	Interdisciplinary Research Methods 2	3
RRL 824	Rural Clinical Science Seminar	1
Summer Semester - 6 hours		
RRL 831	Applied Rural Health Practicum	6

YEAR 2 - 26 hours

Fall Semester - 10 hours		
RRL 841	Health Communication and Health Literacy	3
RRL 842	Grantwriting and Grant Management	3
RRL 843	Rural Policy and Economic Development	3
RRL 844	Rural Translational Science Seminar	1
Spring Semester - 10 hours		
RRL 851	Multilevel Interventions	3
RRL 852	Leadership, Management, and Teamwork	3
RRL 899	Special Topics in Rural Health	3
RRL 854	Rural Translational Science Seminar	1
Summer Semester - 6 hours		
RRL 861	Dissertation	6

YEAR 3 - 12 hours

Fall Semester - 6 hours		
RRL 861	Dissertation	6
Spring Semester - 6 hours		
RRL 861	Dissertation	6

YEAR 4

Only if needed		
RRL 861	Dissertation	as needed



Course Descriptions

RRL 811. Foundations of Rural Health

(3 credit hours)

This course introduces students to the unique dynamics of health within rural communities. Topics include rural culture, rural health needs, rural-specific determinants of health, and rural healthcare systems. (Fall semester, year one)

RRL 812. Behavior Change Theory and Practice

(3 credit hours)

This course introduces students to the major theories of health behavior and behavior change, including practical applications of those theories in developing rural-focused programs and interventions. Topics include the Transtheoretical Model, the Health Belief Model, Social Norms Theory, Social Cognitive Theory, Theory of Reasoned Action/Theory of Planned Behavior, and their application to program development. (Fall semester, year one)

RRL 813. Interdisciplinary Research Methods 1

(3 credit hours)

This course begins a two-course series on the interdisciplinary research methods necessary to effectively conduct research and evaluation studies within rural communities. The course draws primarily from the fields of psychology, sociology, epidemiology, and biostatistics. Topics include research ethics, internal and external validity, confounding, hypotheses and research questions, and quantitative study design, including levels of measurement; conceptualization and operationalization; correlation and causation, p-values, error, and bias; moderation and mediation; parametric vs. non-parametric, descriptive and inferential statistics; data entry, coding, and cleaning; levels of prevention/intervention; measures of disease burden and risk; and diagnostic/screening characteristics. (Fall semester, year one)

RRL 814. Rural Population Health Seminar

(1 credit hour)

This course allows students to apply their knowledge in developing and critiquing initiatives designed to improve rural population health. (Fall semester, year one)

RRL 821. Rural Community Engagement

(3 credit hours)

This course focuses on techniques and approaches to engage with communities in the design, implementation, and evaluation of health initiatives. Specific topics include participatory action research, community-based participatory research, coalition-building, collective impact, consensus-building, facilitation skills, program planning, logic models, and community health assessment techniques (e.g., asset maps). (Spring semester, year one)

RRL 822. Rural Health Equity

(3 credit hours)

This course focuses on the ways in which rural communities are affected by health disparities, and ways in which rural health equity can be achieved. Focus is given to the unique needs of subpopulations within rural communities (e.g., racial/ethnic minority, LGBTQ+, persons with disabilities). Specific topics include rural-specific examination of diversity, health disparities, social determinants of health, discrimination, and intersectionality. (Spring semester, year one)

RRL 823. Interdisciplinary Research Methods 2

(3 credit hours)

This second course in the series continues training in specific approaches used to improve health in communities. Topics include sampling, survey design and scaling, evaluation designs/frameworks, qualitative interviewing, key informant interviews, focus groups, town halls, mixed methodology, qualitative data analysis, and the construction of theoretical models. (Spring semester, year one)



RRL 824. Rural Clinical Science Seminar (1 credit hour)

This course allows students to apply their growing rural health knowledge in developing and critiquing initiatives designed to improve clinical outcomes in rural areas. Students participate in weekly discussions centered on emerging rural clinical health findings, learning to critique and make recommendations regarding clinical studies. (Spring semester, year one)

RRL 831. Applied Rural Health Practicum (6 credit hours)

This course allows students to apply their knowledge of rural health in a real-world, rural setting. Students complete a focused project as part of the practicum, including either a research project or evaluation. (Summer semester, year one)

RRL 841. Health Communication and Health Literacy (3 credit hours)

This course focuses on effective health communication strategies for diverse populations, as well as the role and importance of health literacy considerations in population health initiatives. Topics include the different types of literacy (i.e., visual, computer, information, and numerical); selecting key information to disseminate in a communication campaign; development and dissemination of effective print media (e.g., resource books, infographics); development and dissemination of effective digital media (e.g., website, digital campaigns); and the core elements of effective health communication (e.g., accuracy, consistency, timeliness, reach). (Fall semester, year two)

RRL 842. Grantwriting and Grants Management (3 credit hours)

This course focuses on identifying, developing, applying for, and managing the execution of grant-funded projects. Topics include locating public and private sources of funding, creating competitive grant applications, designing grant-supported initiatives, creating budgets and staffing plans, different strategies for research and outreach/programmatic grants, and ways to enhance program sustainability. Specific focus is also given to standard federal grant restrictions and requirements (i.e., "uniform guidance"). (Fall semester, year two)

RRL 843. Rural Policy and Economic Development (3 credit hours)

This course provides a working knowledge of rural health policy at the local, state, and national level, including current policies affecting rural health and approaches to effect policy change within rural communities. Focus is also given to the unique economic climate of rural communities and the ways in which it may impact health efforts. (Fall semester, year two)

RRL 844. Rural Translational Science Seminar (1 credit hour)

This course allows students to apply their knowledge in developing and critiquing translational science initiatives designed to improve health in rural areas. (Fall semester, year two)

RRL 851. Multilevel Interventions (3 credit hours)

This course prepares students to develop, implement, and evaluate interventions that act at multiple levels within rural communities (e.g., at more than one level of the Social Ecological Model). Topics include social ecological theory, systems change, existing multilevel intervention models, design of new multilevel interventions, and the complexities of implementing and evaluating multilevel interventions within a rural context. (Spring semester, year two)



RRL 852. Leadership, Management, and Teamwork

(3 credit hours)

This course provides an overview of leadership, management, and teamwork principles to provide the skills necessary to serve as a leader and change agent within rural communities. Topics include strategic planning, leadership theories, management styles, hiring strategies, project management, basic accounting principles, systems thinking, operations management, team-building, and partnership maintenance. (Spring semester, year two)

RRL 899. Special Topics in Rural Health

(3 credit hours)

This course allows for the in-depth exploration of a rotating topic with direct application to the improvement of health in rural communities. (Spring semester, year two)

RRL 854. Pre-Dissertation Seminar

(1 credit hour)

This course allows students to complete the planning process for their dissertation in a peer-supported/peer-reviewed workshop-style environment. (Spring semester, year two)

RRL 861. Dissertation Credits

(min. 18 credit hours)

Provides students the opportunity to complete their dissertations. (Summer semester, year two; Fall and spring semesters, year three)

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Boyd, Carl (M.D.), Professor & Chair Emeritus of Surgery	1987-2001
Donner, Robert S. (M.D.), Professor & Chair Emeritus of Pathology	1981-2017
Ellis, Keith (M.D.), Professor Emeritus of Family Medicine	1999-2015
Ruldolph, Raymond (M.D.), Associate Professor Emeritus of Surgery	1992-2015
Wessinger, William (M.D.), Professor Emeritus of Surgery	2000-2015

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Faculty Affairs

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Associate Dean for Faculty Affairs
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