

TBL POLICY – 2016-2017

Breakdown of TBL Grading: Based on student voting in the Orientation to TBL session on August 10, 2016:

- IRAT = 30%
- GRAT= 65%
- APPLICATION = 5%

Determination of Excused vs. Unexcused Absence: Attendance at all TBL sessions is mandatory. If a student is unable to attend a TBL session, he/she must contact the Preclinical Curriculum Secretary (jdoty@uic.edu) with the reason for the absence. An absence is determined to be excused/unexcused by the Office of Academic Affairs. Requests for excused absences should be made in advance when possible.

Reasons for an Excused Absence may include: (*All excused absences require documentation*)

- Documented personal illness or injury
- Personal emergencies of significant gravity (including but not limited to death, significant illness or injury of a close family or friend)
- Religious holiday

Activities that should be discussed in advance and prior to making plans to attend or participate:

- research presentation at conference, professional meeting, etc.
- participation as a student representative in College of Medicine programs, committees
- required attendance at College of Medicine courses and events
- student's own wedding or that of a family member; participation in the wedding of a non-family member
- required make-up examinations
- jury duty or court date

If an absence for a TBL session is considered excused, the student is responsible for making arrangements with the Preclinical Curriculum Secretary to take the Individual Readiness Assurance Test (IRAT). Normally, the IRAT must be completed no later than one week following the TBL session to receive credit. The student's grade for the TBL will be his/her IRAT score plus the group's score from the Group Readiness Assurance Test (GRAT) and the Application portion. The student is responsible for all material covered in the session.

If an absence from a TBL session is considered unexcused, the student is responsible for making arrangements with the Preclinical Curriculum Secretary to take the Individual Readiness Assurance Test (IRAT). Normally, the IRAT must be completed no later than one week following the TBL session to receive credit. Scoring for an unexcused absence is as follows:

1. The student IRAT score will account for 30%. *No different than if the student had attended the TBL.*
2. The student IRAT score will account for another 65%. *If the student had attended the TBL, this 65% would be comprised of the GRAT score. For an unexcused absence, this 65% will be comprised of the IRAT score.*
3. The student will receive a zero on the Application exercise, which accounts for the remaining 5%.

TBL LATE Policy: Since the ultimate goal of a TBL session is for students to learn and contribute to the team, students are encouraged to go to the session even if they are arriving after the posted start time.

- A student who arrives late for the IRAT may still participate and receive any points gained within the remaining minutes allotted.
- A student who completely misses the IRAT and shows up late for the GRAT may still participate in the remaining minutes and receive the full amount of points gained by the group for the GRAT.
- A student who misses both the IRAT and the GRAT may still participate in the application exercise.