

Students and Graduates eligibility to take any USMLE Exam

Please check the university website periodically for exam schedules and further updates.

Effective January 1, 2011: All students who have **completed** Basic Medical Sciences and ALL **previous and future GRADUATES** are required to obtain a satisfactory score on the appropriate NBME proctored exam administered by the University at its centers either in the USA or Poland to be eligible to sit for any USMLE exam.

General Rules and Regulations to be sponsored for USMLE Step 1 & Step 2 (CK and CS) exams

1. Student must pass all Basic Science courses required by the University.
2. Any Student upon completion of Basic Sciences or any Graduate wanting to sit for the USMLE Step 1 Exam would have to obtain a satisfactory score on the *National Board of Medical Examiners (NBME) Basic Science Comprehensive Examination* administered and proctored by the University. Students or Graduates wanting to take the USMLE Step 2CK exam must obtain a satisfactory score on the *National Board of Medical Examiners (NBME) Clinical Science Examination* administered and proctored by the University.
3. Students or Graduates wanting to take the USMLE Step 2CS exam must have passed the USMLE Step 1 exam first. (*As stated above, to be eligible for USMLE Step 1, you must pass the NBME Basic Science Comprehensive Exam*). The NBME exams offered in Poland will be administered at the University on the date scheduled. (*Schedules and locations will be announced on University website*); The NBME exams offered in the USA, Canada and other countries will be administered at approved Prometric centers. (*Prometric center locations can be found by visiting www.prometric.com. Schedules will be announced on the University website*)
4. Each student will be allowed to take NBME Basic Science Comprehensive Exam (Step 1) and the NBME Comprehensive Clinical Science Exam (Step 2) for a total of three times each. The number of attempts on the NBME examination after graduation will be at the discretion of the Dean.
5. Should student not succeed in receiving a passing score on the NBME Basic Science comprehensive exam for three times, they will not be allowed to sit for the USMLE Step 1 exam; they will be allowed to complete their clinical rotations in Poland and should they succeed in completing the program they will be able to graduate from the University. In order to take the USMLE exam after graduation, student must take the Proctored NBME exam administered by the University and show a satisfactory score to be eligible to sit for the USMLE Exam. The number of attempts on the NBME examination after graduation will be at the discretion of the Dean (Refer to passing scores below).

6. The passing score of the NBME comprehensive exam will be valid for five months after the exam date (upon showing a satisfactory score on the NBME exam, students have to take the USMLE exam not later than 5 months after the date of the NBME exam. *We highly recommend that the student takes the USMLE exam within the first 2 months of passing NBME*). Students who pass the NBME and then fail on the actual USMLE must retake **and pass** the appropriate NBME examination to be eligible to retake the USMLE again. This applies every time the student fails the USMLE.

7. The cost for each exam is as follows

a. At Prometric Centers:

- a. NBME Basic Science Exam (Step 1) : \$131
b. NBME Clinical Science Exam (Step 2) : \$134

b. At University locations in Poland:

- a. NBME Basic Science Exam (Step 1) : \$48
b. NBME Clinical Science Exam (Step 2) : \$51

**NOTE: The Cost of Exams is subject to change without notice. If you decide to cancel once you have registered, you will not receive credit for the examination fee and you may be charged a cancelation fee in addition to the examination fee.*

8. Passing scores effective August 7, 2012 (for all students and all graduates):

	NBME Basic Science Comprehensive Examination	NBME Clinical Science Comprehensive Exam
First Attempt	68	68
Second Attempt	70	70
Third Attempt	73	73

*The passing score on the Comprehensive Examinations will be announced annually by the university. Upon successfully passing the appropriate NBME comprehensive exam, students would be sponsored for either of the USMLE examination. The passing score of the NBME comprehensive exam will be **valid for five months** after the exam date of the NBME exam. The Dean, however, does have the right to change/increase the passing score on the NBME exam when necessary. Rules are subject to change at the discretion of the Dean.*

9. Registering for the exam administered at Prometric Centers:

Anyone taking the NBME exams must register for the exam with the appropriate registration form found on the University website. Once you have completed the registration form, you must send it to Hope Medical Institute and your payment or confirmation of payment. You will receive a confirmation email from Hope Medical Institute stating that your name **will be** submitted to NBME. NBME would then email the students stating that the student or graduate has been registered to take the exam and that the student or graduate should schedule the exam with an approved Prometric Center. Prometric locations can be found by visiting www.prometric.com. Prometric would then issue the permit to take the exam on the date the student or graduate chooses within the window that the exam was scheduled for by the University. Student must bring the scheduling permit from Prometric to the exam to be allowed to take the exam. Please note that you will not be registered for the NBME until there is a **confirmed payment and form submitted**.

10. Registering for the exam administered in Poland:

Anyone taking the NBME exams in Poland must register for the exam with the appropriate registration form found on the University website. If you are in Poland, provide the registration form along with the copy of your ID (*which you will bring with you to the exam*) and payment by check payable to "Hope Medical Institute" to the Dean's office, but if paying by credit card you must contact Hope Medical Institute. If you are in the USA or Canada and are planning to take the exam in Poland, you should send the registration form to Hope Medical Institute along with a copy of your ID (*which you will bring with you to the exam*) and your payment or confirmation of payment. Hope Medical Institute will forward your information to the Deans office for taking the exam in Poland. All registration forms, copy of ID and payment must be received at the University Dean's Office or Hope Medical Institute by the DEADLINE FOR REGISTRATION. **Under no circumstances will registration forms be accepted after the deadline** (*deadlines can be found on the university website*). Please note that you will not be registered for the NBME until there is a **confirmed payment, form and ID submitted**. Once you have been registered, you will be issued a permit that you must bring along with you in order to take the examination. If you have not been issued a permit and come to the examination, then you will not be permitted to take the examination. Please contact either the Deans office or Hope Medical Institute if you have not received a permit.

11. Exam in Poland:

There must be a minimum of 5 people registered to have the exam administered in Poland. University has the right to cancel the exam administered in Poland if the minimum number of students is not met by the registration deadline. Airplane tickets to Poland should only be purchased after you receive your permits via email. Neither the University nor Hope Medical Institute will be responsible for any expenses incurred by the student due to cancellation of the exam. Please check university website for updates.

http://www.umlub.pl/nbme_id_7665.html

12. Time of exam:

Prometric Centers: NBME exams will start exactly at the time stated on your scheduling permit which you will receive from Prometric. Please follow any instructions provided to you by Prometric

Poland: NBME exams will start exactly at 2:00 PM (Poland Time) in Poland. All students must report to the exam center no later than 1:30 PM. Students coming after 2:00 PM will not be permitted to take the exam.

13. What to bring with you to the exams administered at the Prometric Centers:

- a. Scheduling permit you received from Prometric (*Exam permit is issued to the student via email directly from Prometric*)
- b. Valid driver's license or passport
- c. Any other items requested by Prometric which will be stated on your scheduling permit.

What to bring with you to the exam in Poland :

- a) Exam permit (*Exam permit is issued to the student via email upon receiving a completed registration form, copy of ID and payment*)
- b) Valid driver's license or passport (*This must be the same ID which was provided at the time of registration*).

Additional Information:

- Rules and regulations are not limited to what is listed above. Rules and Regulations are subject to change at the discretion of the Dean.
- It is highly recommended that you have a meal before arriving at the testing center.
- You will not be allowed to bring any food or drinks into the exam room.
- There will not be any breaks during the exam in Poland. Breaks at Prometric centers are subject to rules at Prometric.