1. **INTRODUCTION AND DEFINITIONS**
   The Advanced Pharmacy Practice Experiences (APPE) are evaluated using a competency-based evaluation consisting of six competencies: 1) professionalism, 2) communication, 3) pharmacy knowledge, 4) patient care, 5) drug information/evidence based pharmacy practice, and 6) pharmacy systems and population-based care/public health. The competencies are based on the CAPE Outcomes and the Institute of Medicine Report. The APPE evaluation provides the SoP with assessment data for curricular changes and identifies areas for student remediation.

   The grading policy allows for the issuance of “S” (satisfactory) “U” (unsatisfactory), “S+” (Honors), “I” (incomplete) and “NR” (Not Reported) grades.

2. **POLICY**
   The APPE is made up of eight 5-week rotations that span 3 semesters during the P-4 year. Successful completion of the APPE is required for graduation. In order to successfully complete APPE, the following MUST occur:

   1. The student must receive a grade of “S” or “S+” for all eight rotations.
   2. The student must receive an “S” grade for each competency area accessed.
   3. The student must complete all items on the APPE Longitudinal Activity Form.
   4. The student must meet all APPE attendance requirements.
   5. The student must submit a preceptor evaluation form for each module in addition to the required RHEP evaluation forms.
   6. All portfolio forms requiring a signature must be signed.

   To receive a grade of “S,” the student must receive an overall average of 3 or greater on the Student Assessment Form. The average is computed from the sum of all the individual competencies graded for that rotation. Not all rotations will generate a grade for every competency listed on the Student Assessment Form.
It is possible to receive a grade of “S” for the overall performance on a rotation, but not receive a satisfactory grade on a particular competency. Remediation is required for each competency with an end-of-rotation score less than 3. Students who fail to successfully remediate a competency based on the original remediation plan will be referred to SOP Academic Standards Committee which will determine if advancement is to be withheld and/or who will approve an additional remediation plan.

Students receiving a final average of less than 3 for the competencies graded on the Student Assessment Form will receive a grade of “U.” Progression through the rotation schedule is halted. The student is referred to the SOP Academic Standards Committee. At a minimum, the student will repeat the rotation category at the end of his/her experiential year and when the designated rotation is available. December and May remediation rotations may not be possible due to preceptor/site availability.

Incomplete grades are issued according to WVU guidelines as identified by the Office of the University Registrar.

Grades of “NR” are rarely issued and are issued only in circumstances in which the student could not complete the rotation but does not meet the guidelines for a grade of “I.”

Preceptor/Student obligations to reporting “unsatisfactory” performance to the Director of APPE:
The preceptor and/or the student must notify the Director at the two-week evaluation if the student is performing unsatisfactorily. The preceptor and/or the student must notify the Director immediately if a grade of unsatisfactory is received at the final evaluation.

3. PROCEDURES
Preceptors submit the completed Student Assessment Form to the Director of APPE within five working days of the end of the rotation. At the conclusion of each academic semester, the Director submits students’ grades via the MIX/STAR system.

The Director notifies the Assistant Dean for Student Services immediately when a student receives a grade of “U,” “I,” or “NR.”

4. COMMENTS/EXCEPTIONS
There are no exceptions to the grading policy

5. REFERENCES
a. WVU Admissions Office (http://adm.wvu.edu/)
b. WVU Office of the University Registrar (http://registrar.wvu.edu)
c. WVU SOP Policy Governing Academic and Professional Standards
d. APPE Student Assessment Form