



DATE: Thursday, October 15, 2020

SUBJECT: ROTATION SITE AVAILABILITY AND DROP POLICY

The North American-Trained PharmD Program (NTPD) and International-Trained PharmD programs take great care to choose appropriate rotation sites for our students. This process becomes increasingly challenging as more pharmacy schools open across the nation. Therefore, the NTPD and ITPD programs will offer one live rotation opportunity per rotation completed by the student.

After mutual discussion between the student and the experiential staff, a rotation is considered “assigned” once the experiential staff sends an email to the student confirming a site can accept the student for a rotation. The student may select to complete their rotation at this assigned rotation site; otherwise, the student will travel to Colorado to complete their rotation.

All students are expected to complete an assigned rotation. Any student who considers dropping a rotation must immediately inform the Academic and Experiential Coordinator and their preceptor.

A dropped rotation occurs when the student, at any time, chooses not to complete an assigned rotation or chooses not to show up at the assigned rotation site. All students who drop a rotation and are in need of another rotation will come to Colorado to complete their replacement rotation. The student will be charged a flat fee of \$310.00 for the dropped rotation. This fee represents the average amount time and money spent locating and coordinating the available rotation site for the student.

All dropped rotations will appear on the student’s transcript with a “W” (withdraw), and the student will have 12 months to complete the replacement rotation. No student will be allowed to carry over the completed rotation hours from the dropped rotation to another rotation.

Exceptions to the above will be considered in the event of extenuating circumstances, which are listed under the excused absence section in this (APPE Rotation) manual. Documentation of the extenuating circumstance must be provided by the student to the Academic and Experiential Coordinator. If the student experiences an extenuating circumstance not listed in this manual, then the student should contact the Academic and Experiential Coordinator.

All students are expected to exhibit professional behavior while in the program and working with their preceptors, and should refer to the school’s Student Ethics and Conduct Code.