

UNIVERSITY OF FLORIDA COLLEGE OF MEDICINE JACKSONVILLE
Office of Graduate Medical Education

POLICY: Graduation/Termination Policy	
Approved by: GMEC	Page(s): 1 of 1
Approval date: 11/5/2024	Reviewed date: 1/31/11; 5/10/16; 9/22/24
Effective date: 4/29/2004	Revised date: 1/31/11; 5/31/13; 5/10/16; 10/7/21; 10/20/22; 10/2/23; 9/22/24

Graduating residents' names will be included in the Graduation Program if they complete their residency training between 11/1 and 6/30 of the current academic year and between 7/1 and 10/31 of the next academic year [see illustration below]. The program director will be notified of any off-cycle resident who is being included in the program via the Certificate Memo.

July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		
Current Academic Year													
				11/1				6/30					
Next Academic Year													
			7/1									10/31	

The program includes all UFCOM-J residency and fellowship graduates, all residents completing preliminary program requirements, all non-standard program trainees (adjunct clinical post-doctoral associates-PDA), Toxicology, Physical Therapy and College of Pharmacy graduates. Information regarding non UFCOM-J graduates will be obtained by contacting the appropriate department liaison in March.

Before the program goes to production, an Office of Graduate Medical Education (OGME) staff member will send the sections to the appropriate departments for review and confirmation.

All graduates are invited to participate in graduation, dress professionally and appropriately (i.e. no scrubs), and conduct themselves in a manner appropriate with the event.

If a resident, fellow or PDA is expected to arrive prior to July 1 of the academic year for departmental activities, then the PD of the program must allow early release of the resident for a number of working days equal to the time spent in departmental activities.

Note: OMFS Certificates – MD should be first on the certificates and in the graduation brochure (per T. Fattahi 5/18/15)