

**Arkansas State University  
College of Veterinary Medicine  
Veterinary Student Handbook  
2026-2027**



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## Mission

The mission of the Arkansas State University (A-State) College of Veterinary Medicine (CVM) is to educate veterinarians and to advance the health and wellbeing of animals, people, and the environment in the state of Arkansas, the mid-South and beyond. In alignment with the A-State mission, the CVM will educate leaders, enhance intellectual growth and enrich lives. This will be accomplished through excellence and innovation in teaching, research, and service. A-State CVM is committed to continual improvement and excellence in education of veterinary students that includes excellent clinical experiences with various species (companion animal, equine, food animal, poultry, lab animal, wildlife, zoo medicine and others).

## Goals

Arkansas State University is in the advanced stages of founding a College of Veterinary Medicine to serve the needs of our state and region. From A-State's founding in 1909, the university has been an integral part of the agricultural fabric of the greater Delta region. The veterinary medicine project brings together the uniquely positioned resources of A-State with a distinct and growing need for practitioners.

### *Fulfilling the Dreams of Numerous Arkansans*

In a state lacking for a College of Veterinary Medicine, this A-State project will fulfill the dreams of numerous Arkansans who wish to stay home for their education as well as being attractive to students from other states. As with medical school graduates, there is a strong relationship between the location at which veterinarians receive their education and training and where they eventually settle to establish their practice.

## Program Description

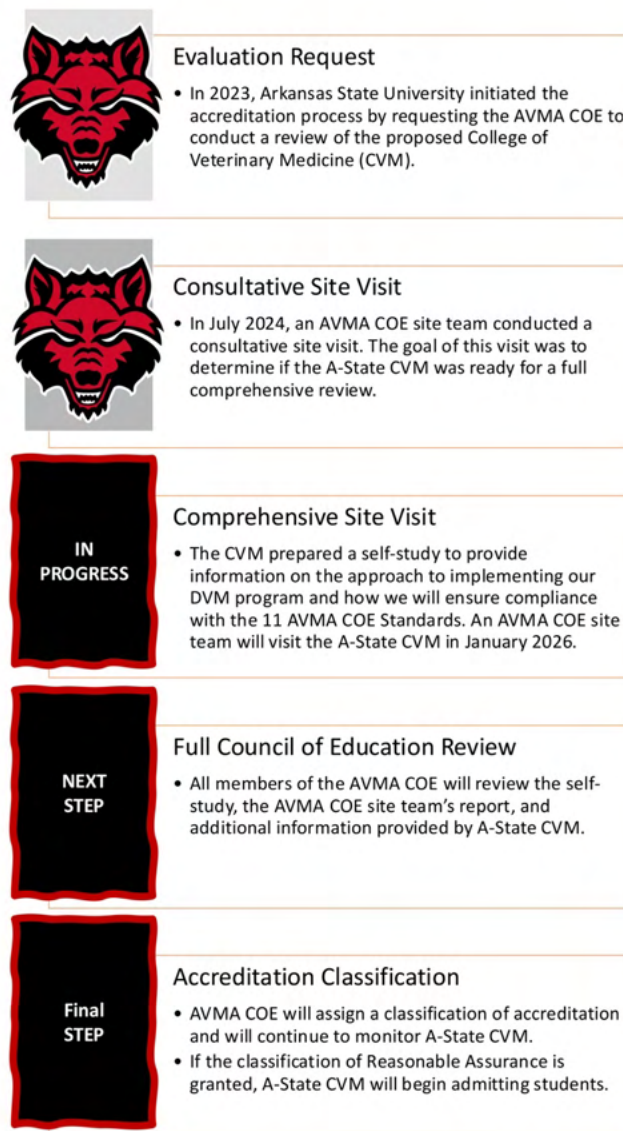
A-State CVM has instituted a four-year academic program. Each year will consist of a Fall and Spring semester of academic work. During the first two years of the curriculum, students will not have academic work in the summer, allowing them to be free to pursue work, research opportunities, preceptorships or other interests. The first three years of the curriculum consist of lectures, small group learning modules, clinical laboratories, and acquisition of clinical skills using simulation models, cadavers, and live animals. The majority of these experiences will occur in the Jonesboro area.

The fourth year (the Clinical Year), a 12-month program, commences immediately after the conclusion of Spring semester of the third year and concludes at the end of Spring semester. That year will be a 'distributed' or workplace-based model of clinical instruction that is conducted in select veterinary practices and institutions in the region and nationally. Required curricular practice locations are carefully inspected, with their veterinarians and staff trained and monitored to assure delivery of high-quality clinical experiences and instruction in a variety of real-world settings.

## Accreditation Status

The American Veterinary Medical Association (AVMA) Council on Education (COE) is recognized by the United States Department of Education as the accrediting body for veterinary medical education programs. The AVMA COE provides an overview of the accreditation process which is accessible [here](#)

Arkansas State University College of Medicine (CVM) is currently pursuing AVMA COE accreditation. The CVM has completed several major milestones in the multi-year accreditation process which are summarized in this figure.



As outlined in the figure above, the CVM has a comprehensive site visit in early 2026. Upon successful review of the 2026 comprehensive site visit and all supportive materials, the

classification of *Letter of Reasonable Assurance*, also known as *Reasonable Assurance* will be granted.

## What does a Letter of Reasonable Assurance mean?

The AVMA COE accreditation classification for this term is as follows:

**Letter of Reasonable Assurance** – This is a status awarded to developing colleges in the US and Canada. This recognition allows the College to pursue its plan for the veterinary program, and to admit students. Reasonable Assurance is not a pre-accreditation action, by the Council, and does not confer accreditation of any kind on a developing college.

At this time, we will open our admissions portal and recruit students who we anticipate will begin their training in Fall 2026. Once our inaugural class has matriculated, we will become *Provisionally Accredited*.

## What does Provisional Accreditation mean?

The AVMA COE accreditation classification for this term is as follows:

**Provisional Accreditation** – This is a status awarded a developing college in the US and Canada that has been granted Reasonable Assurance after the College has admitted in its first class.

Our program will be regularly reviewed by the AVMA COE through interim reports and additional comprehensive site visits. Our college will become eligible for full accreditation after the graduation of the first cohort of students and reevaluation of the entire program by the AVMA COE that ensures all standards, including student outcomes, have been met. All currently Fully Accredited Colleges of Veterinary Medicine completed this same process and similarly provide interim reports to the AVMA COE and undergo comprehensive site visits.

## Will I be able to practice if I graduate when the college is not fully accredited?

All Doctor of Veterinary Medicine (DVM) students who graduate from the CVM will have the same opportunities as a graduate from an AVMA COE Fully Accredited university. Any admitted applicants who successfully completes the 4-year DVM curriculum during our American Veterinary Medical Association (AVMA) Council on Education (COE) Provisional Accreditation is eligible to take the NAVLE and state/providence licensing board exams. Pending successful passing of the NAVLE and the state/providence licensing exam, the graduated student becomes a fully boarded veterinary practitioner.

## CVM Organization, Leadership, Faculty, Committees

### Dean and Associate Deans

The Dean of the College of Veterinary Medicine is the responsible academic and administrative officer of the College. The Associate and Assistant Deans listed below all report to the Dean. The Dean reports to the Provost and Executive Vice President of the University.

### 1) Associate Dean for Admissions, Students, and Research (ADASR)

The responsibilities of the ADASR include recruitment and admissions of students, overseeing DVM student programs, as well as establishment and support of independent and collaborative research programs with the Arkansas Biosciences Institute and existing research faculty on the A-State campus as well as facilitating, promoting, and encouraging faculty and student research activity. This position oversees the staff associated with admissions, student services and research and will be supported by the Associate Dean for Professional Education (ADPE) and A-State University Support Services (USS). USS include financial aid and scholarships, environmental health and safety, facilities, counseling, IT services, career services, and university housing.

### 2) Associate Dean for Professional Education (ADPE)

The responsibilities of the ADPE include leading the design and implementation of the curriculum and evaluation of student performance. Additional responsibilities include overseeing the faculty and staff in delivery of the curriculum and providing professional development opportunities for the faculty regarding the educational process (teaching, learning, and assessment of students).

### 3) Associate Dean for Clinical Programs (ADCP)

The responsibilities of the ADCP include design, establishment and oversight of the distributive model of clinical education and advanced trainee programs. Additional responsibilities include building and strengthening our clinical affiliate relations, working with the ADPE and ADASR to ensure students transition into clinics well, and conducting outreach at local, regional, and national meetings.

### 4) Senior Advisor for Strategic Initiatives and Senior Associate Dean (SASISAD)

The responsibilities of the SASISAD include oversight of CVM finances and facilities, leading policy development and strategic planning for programs, and supporting philanthropic initiatives of the College. The Senior Associate Dean supports the Dean and Associate Deans in the development of the College and provides strategic guidance to the leadership team to meet the mission of the College.

### 5) Associate Dean for Faculty (ADF)

This faculty member will be responsible for faculty onboarding, evaluation and advancement, and professional development in areas other than teaching and is anticipated to be hired in Fall 2027. Until this position is hired, the Dean will oversee these processes.

## Faculty

Approximately 40 full-time faculty, along with additional part-time and adjunct faculty, will deliver the curriculum, conduct research, engage in community outreach, and fulfil other responsibilities that support the College's mission. The CVM faculty will be recruited from a variety of veterinary professional backgrounds, including basic (foundational) scientists, board-certified clinical specialists, and general practitioners, all of whom are subject content experts, experienced clinical

teachers, and/or curriculum design experts. In addition to their teaching and research activities, faculty will also serve as student mentors/advisors, participate on committees, and contribute to the College, the University, the community, and the broader profession.

## Committees

The College will establish the committees listed below. Most committees will be elected by the faculty and will have terms of service as outlined.

### 1) Deans Executive Council

The Dean's Executive Council (DEC) serves as an advisory body to the Dean on strategic planning and oversight of the College. Membership includes the Dean, the five associate deans, and other administrative leaders, as appropriate. In addition, two faculty members, elected by their peers for three-year terms, serve on the Council. To ensure the student perspective is represented, two student leaders (e.g. SCAVMA President) are invited to participate as non-voting members, also for three-year terms. The Council meets monthly, or more frequently as needed, to discuss initiatives and make strategic decisions that shape the direction of the College.

### 2) Admissions Committee

The Admissions Committee is responsible for reviewing and making decisions on applications to the DVM program. The committee consists of four A-State CVM faculty members, the Associate Dean for Admissions, Students, and Research (ADASR), and up to two Arkansas veterinarians who especially contribute perspectives on current challenges in the profession and community needs. After the first class is admitted, a student representative (non-voting) may be added to provide the student perspective and expanded participation by alumni may be considered in the future. As the applicant pool grows, the committee will expand as needed to ensure a fair, thorough, consistent and sustainable review process, with full-time faculty members always making up the majority.

### 3) Courses and Curriculum Committee

This committee supports the Associate Dean for Professional Education (ADPE) in overseeing the academic program. It is composed of four faculty members elected by their peers and one student representative (voting) from each preclinical class. The ADPE, ADSPA, ADCR, and designated staff serve as *ex-officio* members. The committee's responsibilities include monitoring the curriculum, evaluating the quality of teaching, and recommending best practices for content delivery. In addition, the committee conducts periodic curriculum mapping and reviews to ensure the program remains rigorous, effective, and aligned with professional standards.

### 4) Research Committee

This committee supports the Associate Dean for Admissions, Students, and Research (ADASR) in advancing research within the College. It is composed of three faculty members, with the ADASR and designated staff serving as *ex-officio* members. A key priority of the committee is to create and expand research opportunities for students. In addition, the

committee promotes research across the College and keeps faculty informed of emerging opportunities.

### 5) Awards and Scholarship Committee

This committee supports the Associate Dean for Professional Education (ADPE) and is composed of three faculty members, with the ADPE, the Associate Dean for Faculty, and designated CVM staff serving as ex-officio members. One of the committee's key responsibilities is awarding student scholarships, helping to recognize and support students for their achievements, work ethic, and perseverance. The committee also oversees faculty awards given for excellence in teaching, research, and other areas that contribute to the mission of the College.

### 6) Well-being and Community Engagement Committee

This committee reports to the Senior Associate Dean for Student and Academic Development (SASISAD) and is dedicated to promoting health and well-being within the College. It is composed of three faculty members, three staff members, and three students, with the CVM Head Counselor serving as an ex-officio member. The committee conceives and promotes activities to support the wellness of students, staff, and faculty; provides education on well-being; and helps lead community engagement initiatives. It also works closely with the A-State Office of Access and Institutional Engagement to ensure students have access to resources that support balance, resilience, and overall success throughout their professional program.

### 7) CVM Promotion, Retention and Tenure Committee (CVMPRTC)

This committee reports directly to the Dean and is responsible for reviewing faculty promotion materials as well as developing strategies to recruit and retain high-quality faculty. In its initial phase, the CVM Promotion, Retention, and Tenure Committee will be composed of full professors within the College. Once fully staffed, committee membership will be expanded to include up to five tenured faculty and up to five teaching-track faculty. Through this work, the committee helps ensure that the College attracts, supports, and retains outstanding educators and mentors for its students.

### 8) Student Progress Committee

This committee reports to the Associate Dean for Professional Education (ADPE) and is composed of three faculty members, with the ADPE, ADASR, ADCP, and CVM staff serving as ex-officio members. The committee monitors student performance and works to ensure students receive the guidance and support they need to succeed in the DVM program. The committee reviews individualized remediation plans when challenges arise and provides clear, fair recommendations for academic progress. The committee's work is focused on supporting student growth while upholding the College's high academic and professional standards. When necessary, the committee may place students on academic probation or advocate for dismissal or other appropriate measures to the Dean for final approval.

## 9) Student Ethics and Professionalism Committee

This committee reports to the Associate Dean for Admissions, Students, and Research (ADASR) and is composed of three faculty members, with the ADASR, ADCP, and ADPE serving as ex-officio members. The committee oversees matters related to academic integrity, attendance, honor code compliance, ethics, and professionalism. Its role is to fairly review concerns, provide guidance, and recommend appropriate actions. Final decisions regarding dismissal are made by the Dean in consultation with appropriate A-State administration and legal counsel. The committee's work is focused on maintaining a respectful, ethical, and professional learning environment while supporting students in meeting the high standards expected in the DVM program and the veterinary profession.

## Admissions

### Admissions Mission

The mission of the Arkansas State University College of Veterinary Medicine (A-State CVM) Office of Admissions, Students, and Research and the Admissions Committee is to admit candidates who will succeed in a veterinary professional career and will meet the veterinary needs of the community.

We seek candidates who demonstrate:

- Academic excellence
- A growth mindset
- A well-developed understanding of the veterinary profession
- Commitment to lifelong learning
- Critical thinking
- Cultural awareness
- Excellent communication skills
- Resilience and adaptability
- Self-reflection and emotional intelligence
- Team Player

### How to Apply

Applications for the Doctor of Veterinary Medicine (DVM) program will open following the successful completion of the American Veterinary Medical Association (AVMA) Council on Education's (COE) accreditation process.

When the admissions application process opens, applicants for the inaugural class will access the DVM application through the A-State Graduate Admissions Portal (Slate). A direct link will be provided on the [A-State CVM Admissions website](#). The Slate application will request information similar to that required by the Veterinary Medical Common Application Service (VMCAS), which is the application system utilized by most other colleges of veterinary medicine.

Following admission of the first student cohort, the CVM anticipates offering two distinct application pathways. Prospective students will be able to apply through VMCAS, accompanied by an A-State Supplemental Application, or directly through the A-State CVM Slate application, which will incorporate information needed for the Supplemental Application.

## Prior DVM Students

DVM students who are on academic probation or were dismissed may apply as new students following the directions on our [CVM Admissions website](#).

Note: A-State CVM will not consider transfer or new admission applications from individuals who were dismissed for violations of professionalism policies, student conduct rules, academic integrity, honor codes, or any similar reasons.

**Transfer students** – Note: We are not accepting transfer student applications while we are undergoing the accreditation process for our DVM program.

Arkansas State University College of Veterinary Medicine may accept transfer students. Prospective preclinical transfer students must determine if they are eligible for transfer based upon the guidelines provided on the [A-State CVM Admissions website](#). Eligible prospective students should contact the Office of Admissions, Student Programs, and Research at [VetMed@astate.edu](mailto:VetMed@astate.edu) and provide the reason(s) for requesting transfer; desired date of transfer; and class and semester of the curriculum into which the transfer is requested. If a potential vacancy exists, the Office of Admissions, Student Programs, and Research may provide the prospective transfer student a link to access the Slate transfer application. This does not guarantee admission, only consideration for admission. Based upon review of completed DVM coursework, A-State CVM will make the final decision as to what semester the transfer student will be admitted.

## Requirements for Admission

DVM students need a strong foundational knowledge base and well-developed interpersonal and intrapersonal abilities that cultivate personal and professional integrity and professional growth and behavior. All admitted students will meet the following academic and nonacademic requirements:

- Academic prerequisite coursework – Students should review the CVM Admissions Academic Factors webpage to view the Coursework requirements based upon the application path selected. There are three discrete Entry Routes:
  - Completed a bachelor's degree prior to entry (Entry Route 1)
  - Plans to complete a bachelor's degree during the DVM program (Entry Route 2)
  - Does not plan to obtain a bachelor's degree prior to or during entry to the DVM program (Entry Route 3)
  - Regardless of entry route, for admission, students:
    - Completed all prerequisite coursework with a C- or better
    - Received no more than one grade of D and one grade of F in each required prerequisite course completed within the antecedent six years.
    - Achieved a minimum cumulative GPA of 2.8 (4-point scale)

- Upper-level (300/3000s and above) sciences courses completed within 10 years of the admission year.
- Exposure to veterinary medical profession – Gained experiences that provided a broad understanding of the veterinary profession.
- Letters of recommendation – Submitted at least three letters of recommendation, including one from a licensed veterinarian who is not an immediate family member.
- English proficiency – Non-native English speakers have met the English proficiency requirements set by the A-State Graduate School.
- Completed application directly through A-State (Slate) or VMCAS.
- A-State CVM supplemental application – Completed as part of the direct apply application or separately through Slate if a student submitted a VMCAS application.
- A-State Technical Standards – Met with or without reasonable accommodation.

Note: A-State CVM reserves the right to rescind an offer of admission or to expel a candidate from the DVM program if it learns of applicant misrepresentation, concealment of pertinent information requested, or use of unoriginal responses in the application or during an interview.

## Evaluation Criteria

All applicants that meet eligibility requirements will be placed into two independent applicant pools, Arkansas Residents and out-of-state Residents which are independently considered for admission using identical processes and rubrics. Out-of-state students will pay out-of-state tuition for the duration of their DVM program.

All qualified applications will be reviewed by at least two members of the Admissions Committee, including at least one A-State faculty member and one veterinarian (who may be an A-State faculty member or an Arkansas veterinarian). A holistic review process will be employed to evaluate both the academic and non-academic components of each application. Each reviewer will independently assess the application and assign points to each section as outlined in the [rubric overview](#).

## Arkansas Residency Policy for DVM Students

### In-State Students

A student applying to Arkansas State University College of Veterinary Medicine shall be classified as an in-state student for tuition and fee payment purposes if he or she is a *bona fide* domiciliary of Arkansas and has resided in the state for at least six consecutive months at the time of application submission. *Bona fide* Arkansas domiciliary means that Arkansas is the legal home and place of permanent living of the student for all purposes.

To be classified as an Arkansas resident, the prospective student must meet one of the following at the time of *application submission*:

- 1) The applicant is a full-time undergraduate student (in Arkansas or elsewhere) and is either a permanent resident of Arkansas or claimed as a dependent by their parents who lived in Arkansas six months prior to the application deadline.

- 2) The applicant has lived in Arkansas for at least six months and is a part-time student enrolled in fewer than 8 semester hours per term.
- 3) The applicant is living and working in Arkansas and is not enrolled in coursework.

Prospective applicants will be asked to provide three of the following documents as proof of residency:

- 1) Employer verification of dates of employment
- 2) Permanent Arkansas driver's license
- 3) Arkansas voter registration
- 4) Lease agreement
- 5) Property tax payment assessment receipt
- 6) Utility bills

All documents requested must include dates indicating six months of residency.

## Out-Of-State Students

An out-of-state student enrolled in the Doctor of Veterinary Medicine (DVM) program at Arkansas State University College of Veterinary Medicine is considered to be in Arkansas primarily for the purpose of attending school and not for the purpose of establishing in good faith a true, fixed and permanent home. Therefore, out-of-state residents, who are admitted into the DVM program, will remain in non-resident status, for the purpose of calculating tuition and fees throughout the duration of enrollment in the program.

### False Information

A student who knowingly gives false information in an attempt to evade out-of-state fee payment shall be subject to dismissal from the university.

## Criminal History and Background Check Policy

All applicants to the Arkansas State University (A-State) College of Veterinary Medicine (CVM) must disclose any felony or misdemeanor convictions on their admissions application. Any applicant who reports a criminal history will be reviewed by the A-State CVM Admissions Committee and subsequently the Criminal History Admissions Committee if applicable for further review. Any falsification or omission of relevant information may result in denial or rescission of admission, dismissal from the program, and/or disciplinary action under university policies.

In accordance with Arkansas state law, all applicants offered admission to a graduate program, including the A-State CVM DVM program, must complete a background check prior to enrollment. Additionally, A-State CVM uses the criminal background check to help evaluate each student's eligibility, character, and fitness to obtain a veterinary license from a professional licensing agency as well as to determine their ability to participate in on-site professional training experience(s) at A-State and clinical affiliate sites.

Newly admitted DVM students will receive instructions and a letter from Verified Credentials, LLC in their admissions packet. Every student is responsible for completing the background check by the deadline stated in the admissions materials and for paying all associated fees directly to Verified Credentials, LLC. Students retain ownership of their background check report and have the right to review the information for accuracy and completeness and to request that Verified Credentials, LLC correct or verify reported information.

Students must provide either a copy of or access to their background check report to the Office of Admissions, Students, and Research (OASR). Failure to submit the report or provide access will result in recession of the admissions offer or dismissal from the DVM program.

If the background check reveals criminal history information, the Associate Dean for Admissions, Students, and Research (ADASR) will review the report findings, and may request additional information from the student related to the negative finding. The ADASR will determine whether the student will be enrolled or dismissed from the DVM program. Admission with a criminal history does not guaranteed placement(s) at A-State affiliated training sites or the ability to obtain a veterinary license.

Because background checks vary in coverage and scope and may vary by state, if a student's background check report does not contain any negative findings it is not a guarantee that any state will ultimately accept the individual as a candidate for registration, permit, or licensure.

All enrolled students must report any misdemeanor and/or felony charges or convictions which occur while enrolled in the DVM program to the ADASR. Criminal activity that takes place while a student is enrolled in the program and/or in attendance at the A-State affiliated training site may result in dismissal from the DVM program or denial/rescission of admittance to the A-State affiliated training site.

Falsification of information, including omission of relevant information, or failure to report new misdemeanor and/or felony charges may result in denial/rescission of admittance and/or dismissal from the DVM program and may subject the student to disciplinary action in accordance with CVM and university policies.

## **Student Financial Aid and Student Loans**

Student loans will be managed by the A-State Office of Financial Aid. They can advise relative to tuition payment process as well as schedules, and related questions. More information can be found on the A-State website at:

<https://www.astate.edu/a/finaid/index.dot>

870-972-2329

The office is located in the Reng Student Union Rm 2078.

## Tuition and Mandatory CVM Fees Reimbursement

Because the A-State CVM DVM program is a highly competitive process with limited seats, the CVM has a college specific tuition and mandatory fee reimbursement policy and procedure.

### Withdrawal before or during the first three days of the semester:

The DVM student will receive full tuition and CVM fee refund. Enrollment-related costs (e.g. background check fees and seat deposits) are non-refundable. Refunds are processed by the A-State Treasurer; the student should review the Treasurer's website additional details.

### Withdrawal after the first three days of the semester:

The DVM student will not receive a tuition and fee refund. The student has the right to submit an appeal for an exception to the tuition and mandatory fee refund policy if extenuating circumstance(s) exist. To initiate an appeal, the student must submit a written request to the CVM Dean within three University business days from the date of withdrawal. The written request must include the reason for the appeal and third-party documentation (if applicable) supporting this appeal. The CVM Dean may request additional relevant materials deemed necessary for the decision process. If the student refuses to grant access to the records or materials, the CVM Dean may deny the request without further review. A decision will be provided to the student and the A-State Treasurer. The decision is final.

DVM students who are in the National Guard or an Armed Services Branch who withdraw due to official military orders are exempt from this policy and will receive full tuition and CVM fee reimbursement upon submitting a copy of the official orders of National Guard or Armed Services deployment. The CVM will notify the A-State Treasurer, and the student should review the A-State Treasurer website for additional details.

## Health Insurance Policy and Immunization Requirements

In the unlikely event that a student in the Arkansas State University College of Veterinary Medicine (A-State CVM) Doctor of Veterinary Medicine (DVM) program is injured during the preclinical or clinical phases and requires medical treatment, the student is responsible for all associated medical costs. A-State CVM requires all admitted and enrolled students to carry health insurance.

During the clinical year, students must have health insurance that provides coverage in any state where they may participate in a rotation or externship. Each year, students must provide proof of health insurance coverage to the Office of Admissions, Students, and Research by uploading their health insurance card into Slate.

Before enrolling in classes, all A-State students are required to show [proof of two MMR \(measles, mumps, and rubella\) vaccines](#). In addition to this university-wide immunization requirement, A-State CVM requires two additional vaccines: tetanus and rabies.

**Tetanus vaccine:** Proof of a current tetanus vaccine must be submitted through Slate to the Office of Admissions, Students, and Research prior to orientation. A-State CVM follows [CDC guidelines](#),

which recommend that adults receive a tetanus booster every 10 years. If applicable, enrolled students must provide proof of a booster shot before their previous tetanus vaccine reaches the 10-year expiration. This should be done by uploading the appropriate medical documentation into Slate.

***Rabies vaccine and protective titers:*** According to the [CDC](#), veterinarians are considered to be in Risk Category 3 and rabies pre-exposure prophylaxis is recommended. Therefore, all veterinary students are required to receive a minimum of two rabies pre-exposure prophylaxis vaccinations administered intramuscularly (IM) by week 3 of the fall semester of entry. A-State highly recommends the 3-dose, IM vaccination series, with a dose administered on day 0, on day 7, and between day 21-30.

Students who received their rabies vaccines before the year of enrollment, must submit proof of protective titers to the Office of Admissions, Students, and Research by week 3 of the fall semester of entry by uploading the titers into Slate. In addition, students must submit proof of protective titers during the spring of their third year, prior to beginning clinical rotations, and which must also be submitted through Slate.

If at any time, a student's titer falls below recommended levels, the student will be required to obtain a rabies booster vaccine.

***Health Insurance:*** A-State and A-State CVM do not provide medical or accidental insurance for students. Students are responsible for researching and selecting a health insurance plan that meets their individual needs. A-State CVM does not provide counseling or guidance on choosing a health insurance provider or plan. Students who are US citizens or lawfully present non-citizens in the US are eligible to use the Health Insurance Marketplace® at <https://www.healthcare.gov/> to obtain medical insurance.

***Arkansas State University Student Health Center:*** The NYITCOM at Arkansas State Medical Clinic serves as A-State's Student Health Center. A variety of medical services are available to all enrolled students. Students must present their student IDs when seeking services. More information about the clinic is available [here](#).

## Transportation/Parking

Arkansas State University, faculty, and staff can ride JET's A-State Routes free of charge by presenting a current school ID. This service connects the A-State campus with key destinations across Jonesboro, offering convenient and reliable transportation throughout the day. For schedules, maps, and stop details visit the [City of Jonesboro website](#).

There is ample parking for students near the new College of Veterinary Medicine building and at the A-State farm sites where many clinical labs are conducted. Students who intend to park on campus and the A-State farm sites need to obtain parking permits by logging into the A-State Pack Portal and following directions after selecting "Campus Life" then "Parking eBiz".

### Top 10 Parking Tips for A-State

- 1) Read the parking regulations online at [www.AState.edu/Parking](http://www.AState.edu/Parking).

- 2) Display a current parking permit in the proper manner at all times.
- 3) Report a missing permit immediately to Parking Services.
- 4) Secure a temporary permit from Parking Services if current permit is unavailable.
- 5) Update any changes in primary vehicle information at the Parking eBiz site.
- 6) Report any changes in resident/commuter status to Parking Services.
- 7) Avoid parking in unauthorized zones such as visitor \*, fire lanes, service/delivery, etc.
- 8) Avoid parking in reserved or contract spaces. \*\*
- 9) Pay all metered and garage parking during the hours posted.
- 10) Avoid relying on hearsay regarding parking regulations. \*\*\*

Visitor parking is never an option for students and employees during the hours posted.

\*\* Unauthorized vehicles parked in reserved or contract spaces will be ticketed and towed.

\*\*\* The current version of the online parking regulations is the best source for parking regulation information.

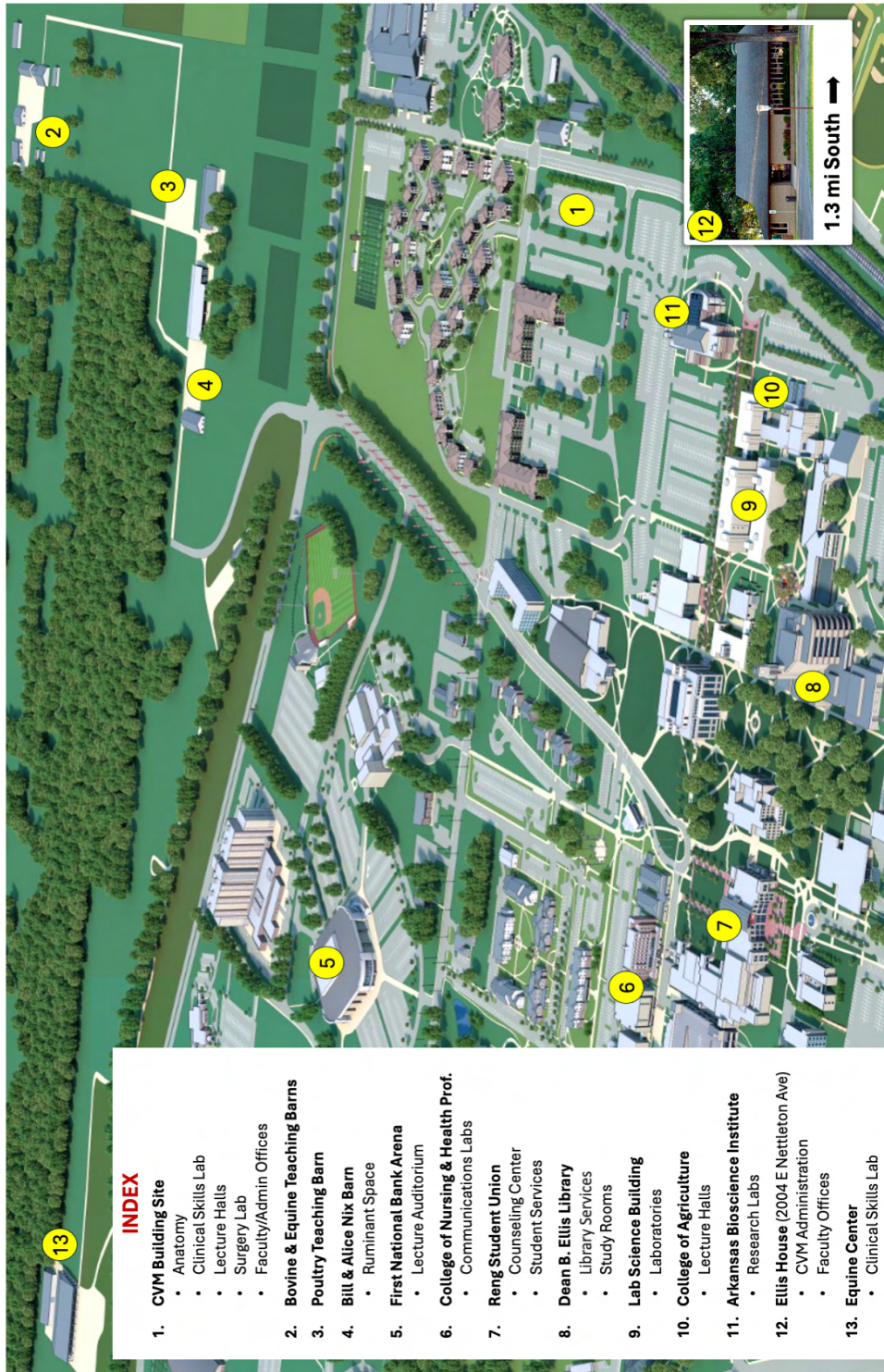
Contact Parking Services at [parking@astate.edu](mailto:parking@astate.edu) or 870.972.2945 to report any problems with parking gates, meters, pay stations, or other components of the campus parking infrastructure during regular business hours (8:00 AM to 5:00 PM on weekdays). After regular business hours and on weekends, contact UPD at 870-972-2093

## Library

The Dean Ellis Library is located a short walk from the new veterinary academic building. The library serves all campus academic units including the CVM. It contains some specific veterinary materials but also numerous related scientific journals, books, and publications. Full services are available to CVM faculty and students including searching, ordering, and printing of articles and manuscripts.

Within the library, there are ample study rooms for individuals and small groups, and all are available to veterinary students. Additionally, DVM students will have access to a key-card accessible, dedicated CVM study space within the library once renovations are complete.

# Campus Map



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## Health Services

The mission of NYITCOM at Arkansas State Medical Clinic is to provide quality health care to students in an unbiased and friendly environment that promotes student and community wellness. Services provided include treatment of minor illness and injury, physical exams, immunizations, female and male exams, PAP Smears, STI testing, pregnancy testing, and pregnancy prevention (birth control, condoms, etc.). Students must be currently registered at Jonesboro campus and present a valid student ID upon arrival.

The clinic is located on campus adjacent to St. Bernard's First Care at 333 Red Wolf Blvd. Operating hours are Monday through Friday, from 8 a.m. to 5 p.m. daily. Students should call 870-972-2054 to make an appointment with one of the APRN's.

## Student Medical Emergency

If a student should become ill or injured during the hours the center is not open, they may go to the St. Bernard's Fast Care clinic, St. Bernard's Emergency Department, or NEA Baptist's Emergency Department. There are other Urgent Care Walk-In Clinics also available in the city limits of Jonesboro.

If an ambulance is needed from the residence halls, please contact a staff member in order to ensure optimal service. Arkansas State University does not assume responsibility for payment of emergency transportation, emergency room fees, prescriptions, or outside test such as x-rays, labs, etc.

## Services and Fees

There is no charge for A-State students to be evaluated at the clinic. Certain services such as laboratory tests, procedures, and immunizations are offered on a fee-for-service basis. Charges are applied directly to the student's account.

More information may be found on the A-State Student Health Center Website.

Students do not have to utilize the NYITCOM at Arkansas State Medical Clinic for medical care. There are many other high quality comprehensive medical centers available in the Jonesboro community that are available.

## Counseling

Counseling services are available on campus at the [Wilson Counseling Center](#) and located near the Veterinary Academic Building by a short walk. Wilson Counseling Center provides multiple options for care including group counseling, online self-help through TAO, workshops, consultation, and short-term individual counseling. There are currently 7 licensed counselors available to students. The CVM will hire an additional counselor who will have an office in the CVM Building. The CVM counselor will be the primary contact for veterinary students with support from the other counselors as needed.

## Disabilities

The College of Veterinary Medicine is committed to complying with all applicable provisions of the Rehabilitation Act and the Americans with Disabilities Act which prohibit discrimination against qualified individuals with disabilities on the basis of disability in all programs, activities, and services of public entities. A-State will not discriminate against any qualified applicant because of such individual's disability or perceived disability. Consistent with this policy of non-discrimination, A-State will provide reasonable accommodations to a qualified individual with a disability, who has made A-State aware of his or her disability, provided that such accommodation does not constitute an undue hardship on A-State. A-State and the CVM encourages individuals with disabilities to come forward and request reasonable accommodation.

Students who would like to receive reasonable accommodations will need to notify the Associate Dean for Admissions, Students, and Research and to register and be approved by Access and Accommodation Services (AAS). Please see the [AAS website](#) for directions on how to register with the office and additional information. The process for determining a student's eligibility for accommodations is determined by AAS. The CVM Administration along with appropriate CVM faculty and staff in collaboration with A-State Access and Accommodation Services will work with students requiring accommodations. Students will need to follow the AAS guidelines which include, but are not limited to, notifying their course coordinators they need academic accommodations upon receiving the accommodation letter from the AAS.

## College of Veterinary Medicine Technical Standards

The Arkansas State University College of Veterinary Medicine (A-State CVM) is committed to educating and training outstanding veterinary clinicians and scientists who will promote and protect the animal and public health within their local, state, regional, and national communities. We have an ethical responsibility to achieve this while concurrently safeguarding the well-being of our patients, clients, faculty, staff, students, and other stakeholders.

Graduates of A-State CVM's Doctor of Veterinary Medicine (DVM) degree program will be fully prepared to practice independently and autonomously in all entry-level positions within the veterinary profession upon graduation. They will possess the necessary basic scientific knowledge, clinical skills, and professional ethics to fulfill the commitments in the American Veterinary Medical Association (AVMA) Veterinarian's Oath. The broad knowledge and skills required are taught in alignment with the Competency Based Veterinary Education (CBVE) Model and adheres to the accreditation policies of the American Veterinary Medical Association Council on Education (AVMA COE). The AVMA COE requires graduating students to attain the following nine competencies:

1. Comprehensive patient diagnosis (problem-solving skills), appropriate use of clinical laboratory testing, and record management
2. Comprehensive treatment planning, including patient referral when indicated
3. Anesthesia and pain management, patient welfare
4. Basic surgery skills, experience, and case management
5. Basic medicine skills, experience, and case management

6. Emergency and intensive care case management
7. Health promotion, disease prevention/biosecurity, zoonosis, and food safety
8. Client communications and ethical conduct
9. Critical analysis of new information and research findings relevant to veterinary medicine

These competencies are taught through a 3-year pre-clinical and a 1-year clinical curriculum, involving direct patient care and communication with clients, colleagues, and veterinary professionals. The AVMA COE requires that student achievement in both the pre-clinical and clinical curricula, as well as post-graduation, be measured, analyzed, and used to improve the program as part of the outcome monitoring requirements for accredited DVM programs.

To ensure graduates attain entry-level knowledge in all nine competency domains, DVM candidates (prospective students, applicants, and/or enrolled DVM students) must be able to perform minimal essential functions and technical standards in the following categories: 1) Observation; 2) Communication; 3) Motor; 4) Intellectual, Conceptual, Integrative, and Quantitative; 5) Behavioral and Social Abilities; and 6) Ethics and Professionalism. These standards seek to balance the rights of the candidates, the safety of the veterinary patient and clients, all individuals part of the pre-clinical and clinical components of the DVM program, the minimum competency-based skills required in the CVM curricula, AVMA COE accreditation requirements, and conditions for licensure within the US.

## Achieving the Essential Functions and Technical Standards

The A-State CVM is committed to actively collaborating with candidates to ensure our program is accessible, fostering a respectful, accountable culture through specialized disability support and encourage candidates with disabilities to seek accommodations to help support their successful completion of the DVM program. A-State CVM does not discriminate based on disability, and all candidates will be considered without regard to their disability status.

It is the candidate's responsibility to contact the A-State Access and Accommodation Services (AAS) to establish eligibility for accommodations and to notify the Associate Dean for Admissions, Student Programs, and Research of the potential need for reasonable accommodations, after which the A-State CVM will work collaboratively with the A-State AAS to provide reasonable accommodations to facilitate enrollment and participation of qualified individuals with disabilities. These accommodations cannot alter the integrity of the curriculum, nor can they exclude any elements in the pre-clinical and clinical components deemed essential to the education of a veterinarian. Accommodations cannot include the use of human intermediaries to aid or alter the candidate's decision making or who directly complete the required competencies for the candidate. Accommodations required by the DVM candidate cannot pose a direct threat to the candidate, patients, clients, or any other individuals involved in DVM program. The accommodations cannot interfere with or disrupt the educational experiences of other candidates nor create an undue hardship for the A-State CVM. Timely requests are essential, as accommodations may take time to implement and cannot be granted retroactively. Due to the clinical nature of our programs, some candidates may not qualify for enrollment or continued enrollment, which may limit access to A-State CVM's academic programs.

## Technical Standards

Admission and continued enrollment are contingent upon the acknowledgement and ability to meet the following technical standards with or without reasonable accommodation:

### Observation Skills Standard

Candidates must be able to actively engage in acquiring information from in-person, direct observation in all aspects of both the pre-clinical and clinical coursework. Candidates should be able to assess a patient and evaluate findings accurately, detect changes in patient behavior, physical and mental status to provide appropriate veterinary care. Candidates must use skills which require the use of vision, hearing, and touch or the functional equivalent.

Essential functions candidates must be able to perform to meet this standard include, but are not limited to:

- Observing gross and microscopic anatomic and pathological specimens.
- Recognizing signs of distress, fear, aggression, or other potentially dangerous behaviors made by a variety of species at a distance and in close proximity in rapidly evolving situations.
- Distinguishing the origin of sound from multiple patients in an area and responding to the warning sounds and signs within the laboratory, animal shelter, and veterinary clinical environments.
- Perform a physical exam including assessing the physical appearance and obtaining vital physical information from a patient through palpation, auscultation, and manipulation.
- Interpret graphical images and videos such as radiographs and ultrasounds and interpret physiological recordings via digital or analog recording mechanisms with or without the use of assistive devices.

### Communication Skills Standard

Candidates should be able to communicate with clients and all members of the health care team, to establish effective professional relationships in order to elicit and provide information. Students should be able to communicate effectively and sensitively, both in person and in writing.

Essential functions candidates must be able to perform to meet this standard include, but are not limited to:

- Communicating effectively using verbal, nonverbal, and written methods in a variety of environments including busy veterinary clinics, farms and feedlots, specialty practices, and emergency hospitals, even when background noise is present.
- Clearly articulate patient information, instructions, and other pertinent information in high-stress situations and surgical settings (including when wearing surgical masks), either naturally or through assistive devices, using verbal, non-verbal, and written communication as appropriate.
- Use professional written communication to accurately document patient care (e.g. medical records), provide care instructions, and share other essential information with colleagues, the veterinary team, and clients.

## Motor Function Standard

Candidates must possess the physical capacity to perform physical examinations, diagnostic, medical, surgical, and emergency procedures, requiring coordination of both fine and gross motor movements, balance, and equilibrium. These actions must be executed safely and efficiently within a reasonable time frame.

Essential functions candidates must be able to perform to meet this standard include, but are not limited to:

- Fine motor tasks:
  - Palpation of pulses and anatomical structures, performing diagnostic procedures such as fine needle biopsy, performing clinical procedures such as catheter placement and cardiopulmonary resuscitation, and handling surgical and anatomical instruments.
- Gross motor tasks:
  - Moving safely while handling patients ranging from under 1 kg to over 800 kg in confined or outdoor areas, standing for extended periods of time, and restraining patients.
- Physical abilities:
  - Routinely lift animals or objects weighing up to 10 kg to a height of 1 meter.
  - Carrying objects or animals weighing up to 20 kg for distances of at least 2 meters.

## Intellectual, Conceptual, Integrative, and Quantitative Standards

Candidates should be able to comprehend, retain, and apply detailed and complex information and engage in problem-solving throughout the pre-clinical and clinical coursework. Candidates are expected to possess the ability to accurately measure, calculate, reason, analyze, synthesize, and communicate information. In addition, after a reasonable amount of instruction, candidates should be able to comprehend spatial and three-dimensional relationships of structures, such as the anatomical structure of an animal. And candidates should also be able to adapt to different learning environments and modalities.

Essential functions candidates must be able to perform to meet this standard include, but are not limited to:

- Collect, organize, prioritize, analyze, and synthesize the findings from a patient history, physical examination, and/or diagnostic data to make reasoned and informed diagnoses and treatment decisions.
- Independently and accurately measure, estimate, and calculate medication doses in a timely manner.
- Solve complex clinical scenarios promptly to ensure patient safety and high-quality care.
- Retain and recall critical information and patient information when patient charts and reference materials are unavailable.

## Behavioral and Social Abilities

Students should possess the emotional health required for full utilization of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the diagnosis and care of patients, and the development of mature, sensitive, and effective

relationships with clients, fellow students, faculty, staff, and the entire health care team. They should be able to fully attend the curriculum, which requires active engagement in educational and clinical activities. They should display flexibility and adaptability and function in a fast-paced, changing environment with the uncertainties and stressors inherent in the clinical problems of many of their patients. Students must also be able to receive, comprehend, and act on informal and formal constructive feedback. Compassion, integrity, concern for others, interpersonal skills, professionalism, interest, motivation, punctuality, and consistent attendance are all personal qualities expected during the education process.

Essential functions candidates must be able to perform to meet this standard include, but are not limited to:

- Manage a high caseload while being able to handle the uncertainties and stressors inherent in the veterinary medical profession, including adapting to rapidly changing, fast-paced environments and clinical situations.
- Exercise sound judgement in the diagnosis and care of patients for continuous periods of time which may be longer than eight hours.
- Contribute to a positive work and study environment by effectively giving and receiving feedback and take personal responsibility for making positive changes based upon constructive feedback and self-reflection.
- Provide patient care after-hours and respond to on-call duties promptly with a positive and professional attitude.

## Ethics and Professionalism

Candidates should maintain and display ethical and professional behaviors commensurate with the role of a veterinarian in all their interactions with clients, patients, faculty, staff, fellow students, the entire health care team, and the public. After a reasonable period of time, students should also be able to demonstrate realistic self-assessment of knowledge and skills and engage in personal reflective practice to achieve the competencies of the program and of the profession. The student is expected to understand the legal and ethical aspects of the practice of veterinary medicine and function within the law and ethical standards of the profession.

- Essential functions candidates must be able to perform to meet this standard include, but are not limited to:
- Maintain professional behavior in all pre-clinical and clinical activities, official extracurricular activities, and official A-State functions.
- Understand the legal and ethical aspects of the veterinary profession, including specific laws within the candidate's chosen practice area.
- Adhere to the professional and ethical principles and code of conduct of the American Veterinary Medical Association (AVMA).

- Engage in regular self-reflection and constructive self-assessment to identify areas for improvement and develop an action plan to enhance professional growth and competence in areas identified as needing improvement.

The Office of Student Programs and Admissions will maintain this policy in the A-State CVM Student Handbook and on the A-State CVM Admissions website for prospective and enrolled candidates. All candidates who accept admission to the A-State CVM must understand and accept this A-State Essential Functions and Technical Standards Policy. Admission and continued enrollment are contingent upon this acknowledgement and ability to meet the technical standards with or without reasonable accommodations.

### *Acknowledgements*

A-State College of Veterinary Medicine would like to acknowledge the American Associate of Veterinary Medical Colleges (AAVMC) Exemplar Technical Standards for Veterinary Medical Education and the following institutions, whose technical standards policies were reviewed during the drafting of this policy:

- College of Veterinary Medicine, Iowa State University
- Cummings School of Veterinary Medicine, Tufts University
- College of Veterinary Medicine, Lincoln Memorial University
- College of Veterinary Medicine, The University of Tennessee
- College of Veterinary Medicine, University of Missouri
- College of Veterinary Medicine, Kansas State University

## **Service Animals**

A-State is committed to providing access for students with disabilities in compliance with state and federal laws. This includes when students have an accommodation regarding a service animal on campus. Newly admitted students should inform the Associate Dean for Admissions, Students, and Research (ADASR) when they accept the offer of admission. Enrolled students who anticipate receiving a service animal should inform the ADASR of the anticipated arrival date and request a leave of absence if attending off-site training at a service animal school. The ADASR will work with the student on a case-by-case basis to ensure the safety of the student and service animal. Students should be aware that certain areas such as the junior surgery area may not be accessible to the service animal for the safety of the service animal and patients.

Students who are living on campus with a service animal, must notify AAS, but are not required to fill out an application to register with AAS. Please see the [AAS Assistive Animals](#) website for more information.

Emotional support animals are not considered service animals. Students with emotional support animals will not receive accommodations at the CVM for their emotional support animal. Students who live on campus must follow the [AAS directions](#) to request approval for an emotional support animal to live in on-campus housing.

## Legal Name Changes

Legal name changes must be reported to the CVM and A-State as soon as possible. A delay may disrupt your academic program and financial aid.

Students requesting name changes must notify the Office of Admissions, Students, and Research in writing and submit the [Student Name/Identification Change Form](#) with the appropriate documentation to the Office of the Registrar. For an outline of the procedure and required documentation students should visit the following A-State webpage:

<https://www.astate.edu/a/registrar/students/change-of-information/>.

## Technology and Information Services

The Technology Help Desk can be accessed on the A-State Website at:

<https://www.astate.edu/a/its/helpdesk/>

Help Desk services are available to all current A-State students, faculty, and staff. They cannot assist the general public with technical support issues. The ITS HelpDesk can serve you in person at the Dean B. Ellis Library room 149, can be reached online at the link above, via e-mail [itshelpdesk@Astate.edu](mailto:itshelpdesk@Astate.edu), or at 870-972-3933. Any A-State student or employee seeking services should be prepared to supply their full name and A-State ID number or be prepared to show your A-State ID.

## Computer Policy

All students are required to own a laptop which meets the following minimum technical standards:

Device	Windows	Mac
Operating System	64-bit Windows 11 or later	macOS 14-Sonoma or higher
Non-ARM-based processor	Intel Core i5+ or higher; AMD Ryzen 5+ or higher	Intel Core i5+ or higher; Apple's M1 or higher
Memory (RAM)	8 GB or higher (recommended 16 GB or higher)	8 GB or higher (recommended 16 GB or higher)
Hard Drive	256 GB (512 SSD or larger recommended)	256 GB (512 SSD or larger recommended)
Other features	Relevant ports (e.g. USB/USB-C and HDMI)	Relevant ports (e.g. USB/USB-C and HDMI)
Internet	Wireless (Wi-Fi 802.11b)	Wireless (Wi-Fi 802.11b)
Microphone	Built-in microphone or integrated microphone in webcam	Built-in microphone or integrated microphone in webcam

Webcam	Built-in webcam or working external webcam	Built-in webcam or working external webcam
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A Chromebook is not an approved device and will not meet the computer requirement. Students may also purchase an iPad or similar tablet for use. An Apple pencil or similar is recommended if an iPad is purchased. The iPad or tablet may not be used to replace the computer requirement, but is considered an optional, complementary device students may wish to use for coursework and laboratories.

## Privacy Filter/Screen

The laptop used for exams, must have a privacy filter/screen in place during the exam. Privacy filters/screens are not required to be a specific brand. Some options include 3M ([https://www.3m.com/3M/en\\_US/privacy-screen-protectors-us/](https://www.3m.com/3M/en_US/privacy-screen-protectors-us/)) and Fellowes (<https://m.fellowes.com/row/en/solutionscenter/privacy-protection/Pages/privacy-screen.aspx>).

## Software

Students are expected to have Microsoft 365 (Word, PowerPoint, Excel). A-State has secured for you access to the latest Microsoft 365 software for both Windows and Mac. For more information, please visit the A-State Knowledge Base [Microsoft Office](#) page. For completing coursework in Canvas, the following [recommended web browsers](#) should be used.

Students will be expected to install additional software for exams, coursework, and laboratories. Students will receive additional information about these additional software from the Office of Admissions, Students, and Research or their course coordinator.

## Student Contact Information Policy

All students are responsible for ensuring their current address, e-mail address, and cell phone number is registered with the Office of Admissions, Students, and Research (OASR). At the beginning of each year the OASR will request students to ensure their information is correct and/or update their contact information in Banner. Students may complete this task as follows:

- 1) Log into pack.astate.edu
- 2) Click on "Banner9 Self Service Student"
- 3) Select the four-square menu button on the top left
- 4) Click "Banner" then "Personal Information"

Additionally, the OSAR may require students to submit contact information through an alternative, secure mechanism outside Banner. This contact information will be used exclusively to notify students regarding emergencies, academic issues, clinical assignments, and other information of critical importance to students.

## Cell Phone Policy

All students are expected to maintain a working cell phone capable of receiving calls, sending/receiving text messages, and receiving voicemails during their enrollment at the CVM. The CVM and Clinical Affiliates may contact students by cell phone. During the clinical year, students will receive instructions on appropriate cell phone use during the clinical year orientation.

Cell phones should be silenced during class and are not to be used during class for texting, email, social media, or other uses that would distract from learning.

Cell phone use is not permitted during exams unless required by the instructor.

## Student ID and University E-mail Address

All admitted students will receive an email with a unique Student ID. Once you receive this e-mail, you need to set up your A-State student account and password. This password will be used for the Pack Portal, your A-State email, Canvas and other A-State websites and applications you will be using during your DVM program. This [article](#) in the A-State Knowledge Base provides illustrated directions for students activating their user accounts.

All students are responsible for routinely monitoring their A-State e-mail address as University e-mail addresses will be used for CVM communications as well as A-State communications.

## Student ID Card and Mobile ID

During Orientation students will receive their A-State Student ID card, also known as A-State Access Card. This card is an ID and will serve as your access card to the CVM, meal plan (if applicable), Express Dollars (if applicable), and on-campus housing/residence hall access (if applicable).

The first A-State Access Card is free. Cards which are damaged, lost, or stolen may be replaced for a fee. Students needing a replacement card will need to visit the Campus Card Center during business hours in Room 149 on the first floor of the Dean B. Ellis Library. Students must take proper identification such as a driver's license, state ID or passport to obtain an A-State Access Card.

Students have the option to also obtain a mobile credential. Additional information about the mobile A-State Access is available [here](#) and in the [A-State Knowledge Base](#).

## Social Media and Photo Policy

Posting, releasing, or otherwise disclosing photos, identifiable case descriptions, images, or records related to the educational, clinical, or research activities of the A-State College of Veterinary Medicine, outside of the A-State College of Veterinary Medicine via social networking sites (e.g. Instagram, Facebook, X (Twitter), Tik Tok, LinkedIn etc.) or via other than standard professional means of query and/or dissemination of educational, clinical, or research information is strictly prohibited. This policy applies to all students, faculty, staff, clients, and visitors of the A-

State College of Veterinary Medicine and to all activities of the A-State College of Veterinary Medicine, on or off campus including Pre-clinical and Clinical Affiliate Partners, related to veterinary clinical services and teaching and research labs. Pictures of animals (whether owned by University, CVM personnel, student or client), and client information as well as student information is strictly forbidden from being published or posted on social networking sites such as “Facebook”, “X (Twitter)”, and “Instagram”; and non-educational blogs, message boards, or internet websites without the prior approval from an appropriate supervisor or Associate Dean. This policy promotes the safety and privacy of students, faculty, staff, clients, and visitors. It is worth repeating that failure to comply with this policy could result in damage to persons or property, may be a violation of legal, professional, and/or ethical obligations, and may result in disciplinary action by the A State - College of Veterinary Medicine, up to and including dismissal. Violations will be reported to the Student Ethics and Professionalism Committee and the Office of Admissions, Students, and Research.

## **Student Housing**

A-State Student Housing has pet-friendly housing which will be available on a first-come-first-serve basis for students. Information relative to options, rules, costs, and regulations can be found in the [A-State Student Handbook](#) and Housing website at <https://www.astate.edu/a/university-housing/>. Students may also live off campus and several convenient options are available. More information is provided to students in their admissions packet about on-campus and off-campus housing.

## **Campus Police/ Safety**

Student safety is paramount at A-State and specifically in the CVM, Jonesboro and the A-State is a very low crime area and students should feel safe on campus, in student housing and in the community.

A-State has its own police department on campus and maintains safety for students and employees. Students with concerns for personal safety or are witnessing behavior of concern, are encouraged to contact the police department. They can be reached at 870-972-2093. Visit the website at: <https://www.astate.edu/safety/> .

The Office is located across the street from the CVM building at 503 Robinson St, Jonesboro AR 72401

## **A-State CARE TEAM**

The CARE Team supports members of the A-State community who are experiencing personal or academic challenges. The CARE Team will get you connected with the right campus resources to help students overcome obstacles to success.

By partnering with members of the A-State community, the CARE Team strives to promote individual student, faculty, and staff wellbeing and success while prioritizing community safety.

The campus CARE Team engages in proactive and collaborative approaches to identify, assess, and mitigate risks associated with students who are exhibiting concerning behaviors or expressing desires to cause harm to self or others. It is the responsibility of faculty, staff, and students to immediately report any situation that could possibly result in harm to anyone at the University. Any member of the campus community may become aware of an individual or situation that is causing serious anxiety, stress, or fear. To report a concern or for more information about the CARE Team visit their [webpage](#).

## **Tobacco Alcohol and Drugs Policy**

The entire A-State campus is tobacco, drug, and alcohol free. All CVM facilities are also tobacco as well as drug and alcohol free. For more on the campus policy <https://www.astate.edu/a/student-conduct/student-standards/>

## **Title IX Nondiscrimination and Reporting Statement**

Arkansas State University and the CVM does not discriminate on the basis of sex in any education program or activity that it operates. Further, A-State is subject to Title IX of the Education Amendments of 1972 and is therefore required by Title IX and 34 C.F.R. Part 106 not to discriminate in such a manner. This requirement extends to admissions and employment with the university. Inquiries about the application of Title IX or 34 C.F.R. Part 106 to A-State may be referred to A-State's Title IX Coordinator, to the Assistant Secretary for Civil Rights for the U.S. Department of Education, or both. A-State's Title IX Coordinator holds the title Director of Institutional Integrity and Title IX and may be contacted as follows:

- By email: [title9@astate.edu](mailto:title9@astate.edu)
- By phone: 870-972-2015
- In Person: Administration Building, Suite 104

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by phone, or by email using the contact information provided above or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours) by using the telephone number or email address provided above.

Students should review the information related to Title IX in the [A-State Student Handbook](#).

## **A-State Standards of Student Conduct**

DVM students must adhere to the A-State Standards of Student Conduct. For more detail and information consult the [A-State Student Handbook](#) and the [Standard of Student Conduct](#) website.

## Biosecurity

Biosecurity is important to prevent infectious diseases from spreading from infected animals to uninfected animals, and to prevent transmission of zoonotic diseases to people.

Students will be taught principles that control these risks. This will involve isolation protocols and techniques, proper Personal Protective Equipment (PPE) use, hygiene considerations including cleaning and disinfection of hands, footwear, and equipment.

## Student Dress Code

### Clothing and footwear

Students are expected to dress appropriately for professional circumstances, and the attire must be appropriate to address safety and biosecurity concerns. Hence, the dress code applies within the college, outside the college, and during clinical rotations.

### General principles

- Students should always wear their identification badges.
- Jewelry and piercings should not pose a safety hazard (such as long necklaces) and will need to be removed prior to laboratory activities.
- Close-toed shoes are required for laboratories and when working with animals.
- When working with farm animals, shoes or boots that can be washed and disinfected are necessary.
- Instructors in some classes may specify special dress for specific classroom activities or laboratories

Clinical sites where students will be assigned during the fourth year may have their own dress codes students are expected to follow.

## Academic Calendar

Veterinary students should refer to the current [Arkansas State University Academic Calendar](#) for a tentative 2026-2027 academic calendar. First-year DVM Orientation (mandatory) is tentatively scheduled for August 13<sup>th</sup>-15<sup>th</sup>, and 17<sup>th</sup> with the White Coat Ceremony occurring during orientation.

After a Letter of Reasonable Assurance has been obtained, an academic calendar will be published that is specific for the DVM program. At the present time, it is anticipated this will align with the published A-State Academic Calendar.

## Curriculum Overview

The Arkansas State University College of Veterinary Medicine (A-State CVM) Doctor of Veterinary Medicine (DVM) program is structured as a four-year curriculum. This thoughtful pacing provides students with dedicated summer periods between the first and second years, and between the

second and third years, to pursue career-aligned experiences such as hands-on clinical training, public health projects, and research opportunities. These experiences reinforce the knowledge gained in coursework and laboratories and strengthen professional networks, which helps prepare students for the North American Veterinary Licensing Examination (NAVLE®) and successful entry into the veterinary workforce.

From hands-on courses to real-world clinical rotations, every part of the curriculum is designed to help you become a confident, skilled, and career-ready veterinarian. Veterinary medicine is always evolving, and so is our program—integrating cutting-edge technology, breakthrough research, innovative therapies, and the insights of students, alumni, and employers. By the time you graduate, you’ll be ready not just for a career, but to make a meaningful impact in the world of veterinary medicine.

The table below provides an overview of the proposed curriculum, outlining the courses and clinical rotations that shape each stage of your DVM journey. The curriculum may be updated to incorporate the latest innovations, breakthroughs, and advances in veterinary medicine, ensuring you’re always learning the most current and relevant skills for your future career.

Course Number DRVM	First Semester Course Title - Year 1	Credit Hours	Course Number DRVM	Second Semester Course Title - Year 1	Credit Hours
712V	Anatomy and Physiology I	4.5	7124	Anatomy and Physiology III	4.0
7114	Anatomy and Physiology II	4.0	718V	Anatomy and Physiology IV	3.5
7132	Veterinary Foundations I	2.0	713V	Becoming a Veterinary Professional II	1.5
7141	Clinical Skills I	1.0	7181	Gathering Evidence and Clinical Decision-Making II	1.0
711V	Becoming a Veterinary Professional I	1.5	7123	Veterinary Parasitology	3.0
7151	Veterinary Medical Science	1.0	717V	Veterinary Virology	1.5
7131	Gathering Evidence and Clinical Decision Making I	1.0	714V	Veterinary Bacteriology and Mycology	2.5
7152	Veterinary Immunology	2.0	7171	Clinical Skills II	1.0
	Total Credit Hours	17.0		Total Credit Hours	18.0
Course Number DRVM	Third Semester Course Title - Year 2	Credit Hours	Course Number DRVM	Fourth Semester Course Title - Year 2	Credit Hours
7213	Veterinary Pathology I	3.0	7243	Veterinary Pathology II	3.0
7223	Clinical Pathology	3.0	7222	Veterinary Nutrition	2.0
723V	Becoming a Veterinary Professional III	1.5	7242	Toxicology	2.0
7283	Veterinary Foundations II	3.0	727V	Clinical Skills IV	1.5
7252	Clinical Decision Making: Organ Dysfunction I	2.0	7262	Principles of Veterinary Surgery	2.0
7241	Clinical Skills III	1.0	7282	Anesthesia & Analgesia	2.0
7253	Diagnostic Imaging	3.0	724V	Animal Populations II	1.5
722V	Animal Populations I	1.5	7272	Clinical Decision Making: Organ Dysfunction II	2.0
			7232	Veterinary Foundations III	2.0
			725V	Becoming a Veterinary Professional IV	1.5
	Total Credit Hours	18.0		Total Credit Hours	19.5
Course Number DRVM	Fifth Semester Course Title - Year 3	Credit Hours	Course Number DRVM	Sixth Semester Course Title - Year 3	Credit Hours
7312	Small Animal Surgery	2.0	7351	Avian & Exotic Animal Medicine	1.0
7382	Veterinary Pharmacology I	2.0	7343	Livestock Medicine & Surgery II	3.0
7322	Theriogenology	2.0	737V	Clinical Skills VI	2.5

7313	Small Animal Medicine I	3.0	7363	Equine Medicine & Surgery II	3.0
7352	Equine Medicine & Surgery I	2.0	7324	Small Animal Medicine II	4.0
734V	Clinical Skills V	2.5	739V	Becoming a Veterinary Professional VI	1.5
7333	Livestock Medicine & Surgery	3.0	7392	Veterinary Pharmacology II	2.0
735V	Becoming a Veterinary Professional V	1.5	738V	Clinical Decision Making: Patient Management II	1.5
736V	Clinical Decision Making: Patient Management I	1.5			
	Total Credit Hours	19.5		Total Credit Hours	18.5
Clinical Year Courses - Year 4 - 7th and 8th Semester Courses - Time of year will vary for each student					
Course Number DRVM		Credit Hours	Course Number DRVM		Credit Hours
7462	CR-Transition to Clinics	2.0	745V	CRE-Clinical Externship	12.0
741V	CR-Small Animal General Practice	6.0	7430	NAVLE Preparation and Administration	0.0
7432	CR-Specialty Practice	2.0	7472	CR-Small Animal Emergency and Intensive Care	2.0
7452	CR-Career Specialty Emphasis	2.0	7451	Assessment of Clinical Year	1.0
7412	CR-Diagnostic Veterinary Medicine	2.0			
7442	CF-Large Animal	2.0			
745V	CRE-Clinical Elective	12.0			
				Minimum Total Credit Hours -	45.0

## Detailed Course Descriptions

### Year 1 - Fall

Course Number	First Semester Course Titles	Credit Hours	Year and Semester
DRVM 712V	Anatomy and Physiology I	4.5	Year 1 Fall Semester
Course Description: Structure and function of organ systems of domestic animals at both the macroscopic and microscopic levels, using a systems-based approach. Clinically relevant context of normal anatomy and physiology, including how alterations of normal are principal drivers for most pathophysiological processes.			
DRVM 7114	Anatomy and Physiology II	4.0	Year 1 Fall Semester
Course Description: Builds on Anatomy and Physiology I. Extends systems-based approach to additional body systems. Continues to provide clinically relevant context of normal anatomy and physiology, including how alterations of normal are principal drivers for most pathophysiological processes.			
DRVM 7132	Veterinary Foundations I	2.0	Year 1 Fall Semester
Course Description: Foundations of animals and professionals in veterinary medicine, including animal husbandry, behavior, human-animal bond, animal welfare, ethical considerations regarding use of animals in research, role of animals in human psychosocial health, importance of work-life balance, and professional organizations.			
DRVM 7141	Clinical Skills I	1.0	Year 1 Fall Semester

Course Description: Hands-on restraint and physical examinations across veterinary species using models and live animals. Includes animal handling, basic physical examinations, basic surgical, and procedural skills.

DRVM 711V	Becoming a Veterinary Professional I	1.5	Year 1 Fall Semester
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Course Description: Basic communication and its importance in veterinary medicine. Includes basic financial literacy, concepts of giving and receiving feedback professionally, and interpersonal skills development. Introduction to medical records.

DRVM 7151	Veterinary Medical Science	1.0	Year 1 Fall Semester
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Course Description: General medical knowledge foundation required of a veterinarian, including medical terminology (nomenclature), medical math, and medical physics.

DRVM 7131	Gathering Evidence and Clinical Decision Making I	1.0	Year 1 Fall Semester
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Couse Description: Fundamentals of the scientific approach emphasizing how to derive and interpret information needed for evidence-based decision making. Introduces clinical reasoning using a case-based approach, including integration of information from client history, patient examination and other sources to identify problems.

DRVM 7152	Veterinary Immunology	2.0	Year 1 Fall Semester
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Couse Description: Current concepts in basic and clinical immunology with emphasis on protective immunity against infectious diseases and the role of aberrant immune responses in disease.

Total Credits Year 1 Fall Semester		17.0	
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## Year 1 - Spring

Course Number	First Semester Course Titles	Credit Hours	Year and Semester
DRVM 7124	Anatomy and Physiology III	4.0	Year 1 Spring Semester

Course Description: Builds on Anatomy and Physiology I and II. Expands on the systems and animal species being taught. Continues to provide clinically relevant context of normal anatomy and physiology, including how alterations of normal are principal drivers for most pathophysiological processes.

DRVM 718V	Anatomy and Physiology IV	3.5	Year 1 Spring Semester
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Course Description: Builds on Anatomy and Physiology I II, and III. Expands on the systems and species being taught. Further provides clinically relevant context of normal anatomy and physiology, including how alterations of normal are principal drivers for most pathophysiological processes.

DRVM 713V	Becoming a Veterinary Professional II	1.5	Year 1 Spring Semester
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Course Description: Building on Becoming a Veterinary Professional I, communication and professional skills, including basic communication, financial literacy, concepts of professional identity, professional ethics and jurisprudence, giving and receiving feedback professionally, and interpersonal skills.

DRVM 7181	Gathering Evidence and Clinical Decision-Making II	1.0	Year 1 Spring Semester
Course Description: Builds on Gathering Evidence and Clinical Decision-Making I. A case-based approach to integration of information from a variety of sources to identify and approach problems. Focuses on development of a problem list and fundamentals of diagnostic testing.			
DRVM 7123	Veterinary Parasitology	3.0	Year 1 Spring Semester
Course Description: Study of parasite identification, life cycles, diseases, treatment, and control of parasites of animals, with laboratory training in diagnostic and identification techniques.			
DRVM 717V	Veterinary Virology	1.5	Year 1 Spring Semester
Course Description: Study of viral diseases of animals, including pathogenesis, clinical signs, diagnosis, and principles of prevention and control.			
DRVM714V	Veterinary Bacteriology and Mycology	2.5	Year 1 Spring Semester
Course Description: Study of bacterial and fungal diseases of animals, including pathogenesis, clinical signs, diagnosis and principles of prevention and control.			
DRVM 7171	Clinical Skills II	1.0	Year 1 Spring Semester
Course Description: Builds on Clinical Skills I. Expands physical examination skills, and basic diagnostic and surgical skills using models and live animals. Foundations of specific equipment including anesthetic machine and ultrasonographic/radiographic imaging equipment. Introduces vaccine handling, IV fluids, and hoof care.			
Total Credits Year 1 Spring Semester		18.0	

## Year 2 - Fall

Course Number	First Semester Course Titles	Credit Hours	Year and Semester
DRVM 7213	Veterinary Pathology I	3.0	Year 2 Fall Semester
Course Description: General principles of pathology relevant to all organ systems. Specific pathology using a systems basis for domestic animals of veterinary importance. Methods of carcass disposal (biosecurity).			
DRVM 7223	Clinical Pathology	3.0	Year 2 Fall Semester
Course Description: Clinical pathology of disease, including selection and interpretation of clinical pathological tests. Integration of laboratory data to inform differential diagnosis lists and next steps in patient diagnosis and management.			
DRVM 723V	Becoming a Veterinary Professional III	1.5	Year 2 Fall Semester
Course Description: Builds on Becoming a Veterinary Professional I and II. Additional skills pertaining to client communication, incorporating spectrum of care and cultural contexts, conflict management, financial literacy, case referral, and becoming a professional (e.g., career exposure).			

DRVM 7283	Veterinary Foundations II	3.0	Year 2 Fall Semester
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Course Description: Distribution, diagnosis, and control of zoonotic/transboundary diseases. Disease interrelatedness between individual and population, human/animal health, and environment. Principles of One Health and food safety. Completing regulatory certification and prescription writing.

DRVM 7252	Clinical Decision Making: Organ Dysfunction I	2.0	Year 2 Fall Semester
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Course Description: Builds on Gathering Evidence and Clinical Decision Making I and II. Critical thinking, communication, resource identification, evaluation, and clinical decision making. Focuses on diagnostic test selection and differential diagnosis prioritization, incorporating spectrum of care.

DRVM 7241	Clinical Skills III	1.0	Year 2 Fall Semester
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Course Description: Builds on Clinical Skills I and II. Using both models and live animals, continues to strengthen and broaden veterinary examination skills, anesthesia and surgical skills, bandaging, and introduces more diagnostic skills (including imaging, palpation, & dentistry).

DRVM 7253	Diagnostic Imaging	3.0	Year 2 Fall Semester
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Couse Description: Methods of image generation and fundamentals of image interpretation, including both normal and diseased animals. Emphasis on radiography and ultrasonography; includes computed tomography, magnetic resonance imaging, and scintigraphy. Application of diagnostic imaging to case scenarios.

DRVM 722V	Animal Populations I	1.5	Year 2 Fall Semester
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Couse Description: Principles of preventive care and the diagnosis and management of diseases in groups of animals. Foundations of epidemiology, including disease surveillance and application of diagnostic tests to animal populations.

Total Credits Year 2 Fall Semester		18.0	
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## Year 2 - Spring

Course Number	First Semester Course Titles	Credit Hours	Year and Semester
DRVM 7243	Veterinary Pathology II	3.0	Year 2 Spring Semester

Course Description: Extends learning of systems-based organ-specific pathology. Pathophysiological mechanisms responsible for disease. Appropriate diagnostic tests for various diseases and how to interpret results. Methods of carcass disposal (biosecurity).

DRVM 7222	Veterinary Nutrition	2.0	Year 2 Spring Semester
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Course Description: Companion animal, equine, livestock, and exotic animal nutrition, including digestion, assimilation and metabolism of nutrients, nutrient analysis of food, ration formulation, and the interaction between nutrition and disease.

DRVM 7242	Toxicology	2.0	Year 2
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			Spring Semester
Course Description: Introduction to the principles of toxicology with relevance to domestic animal species. Basic principles of toxin exposure and decontamination, including how to locate toxicological information.			
DRVM 727V	Clinical Skills IV	1.5	Year 2 Spring Semester
Course Description: Builds on Clinical Skills I-III. Using both models and live animals, expands diagnostic examination skills, surgical and anesthesia training, and veterinary procedures across domestic animal species.			
DRVM 7262	Principles of Veterinary Surgery	2.0	Year 2 Spring Semester
Course Description: Principles of surgery, including basic surgical instruments, suture material, suturing, wound healing, and bandaging.			
DRVM 7282	Anesthesia & Analgesia	2.0	Year 2 Spring Semester
Course Description: Foundational principles of anesthesia, pain, and pain management. Application of anesthesia and analgesia to clinical cases (e.g. healthy animals undergoing anesthesia for elective surgery).			
DRVM 724V	Animal Populations II	1.5	Year 2 Spring Semester
Course Description: Builds on Animal Populations I. Diagnostic investigation of population disease and disease outbreaks. Applies epidemiologic principles to management of disease outbreaks.			
DRVM 7272	Clinical Decision Making: Organ Dysfunction II	2.0	Year 2 Spring Semester
Course Description: Builds on Clinical Decision Making: Organ Dysfunction I. Critical thinking, communication, resource identification, evaluation, and clinical decision making. Focuses on diagnostic testing selection and differential diagnosis prioritization, incorporating spectrum of care.			
DRVM 7232	Veterinary Foundations III	2.0	Year 2 Spring Semester
Course Description: Husbandry and welfare of domestic and exotic animal species and their inter-relatedness as affects health and disease. Identification of animal neglect or mistreatment.			
DRVM 725V	Becoming a Veterinary Professional IV	1.5	Year 2 Spring Semester
Course Description: Builds on Becoming a Veterinary Professional I, II & III. Teamwork skills and professional identity. Identification of workplace hazards and how they are addressed. Communication skills, including approaches to sharing bad news.			
Total Credits Year 2 Spring Semester		19.5	

## Year 3 - Fall

Course Number	First Semester Course Titles	Credit Hours	Year and Semester
DRVM 7312	Small Animal Surgery	2.0	Year 3 Fall Semester
Course Description: Diagnosis, management, prevention and prognosis of common canine and feline surgical diseases and disorders, including lameness.			

DRVM 7382	Veterinary Pharmacology I	2.0	Year 3 Fall Semester
Course Description: Fundamentals of pharmacokinetics and pharmacodynamics. Classes of drugs used for common diseases, including indications and adverse effects. Introduction of antimicrobial stewardship. Application of principles of drug use for common diseases in a systems-based approach.			
DRVM 7322	Theriogenology	2.0	Year 3 Fall Semester
Course Description: Diagnosis, management, prevention and prognosis of common reproductive disorders of domestic and exotic animal species. Normal estrous cycles, breeding management, pregnancy, dystocia management and parturition in domestic animal species.			
DRVM 7313	Small Animal Medicine I	3.0	Year 3 Fall Semester
Course Description: Diagnosis, management, prognosis and prevention of common canine and feline medical diseases and disorders.			
DRVM 7352	Equine Medicine & Surgery I	2.0	Year 3 Fall Semester
Course Description: Diagnosis, management, prognosis and prevention of common disorders of horses.			
DRVM 734V	Clinical Skills V	2.5	Year 3 Fall Semester
Course Description: Builds on Clinical Skills I-IV. Advanced clinical skills of domestic species. Anesthesia and common surgical procedures on small animals, including pre-operative and post-operative care.			
DRVM 7333	Livestock Medicine & Surgery I	3.0	Year 3 Fall Semester
Course Description: Diagnosis, management, prognosis and prevention of medical and surgical disease of livestock (bovine, ovine, caprine, porcine, camelid).			
DRVM 735V	Becoming a Veterinary Professional V	1.5	Year 3 Fall Semester
Course Description: Builds on Becoming a Veterinary Professional I-IV. Advanced training in communication, conflict management, team dynamics and euthanasia and medical records. Professional ethics. Introduction to veterinary practice business models (e.g., corporate and private practice). Contract negotiation. Introduction to the clinical year.			
DRVM 736V	Clinical Decision Making: Patient Management I	1.5	Year 3 Spring Semester
Course Description: Builds on Clinical Decision Making: Organ Dysfunction I and II. Critical thinking, communication, resource identification, evaluation, and clinical decision making. Focuses on treatment selection (including empirical treatment) and patient triage, incorporating spectrum of care.			
Total Credits Year 3 Fall Semester		19.5	

## Year 3 - Spring

Course Number	First Semester Course Titles	Credit Hours	Year and Semester
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DRVM 7351	Avian & Exotic Animal Medicine	1.0	Year 3 Spring Semester
Course Description: Disorders of small mammals, avian, reptilian, and other exotic species. Husbandry and approach to diagnosis and management of common diseases.			
DRVM 7343	Livestock Medicine & Surgery II	3.0	Year 3 Spring Semester
Course Description: Builds on Livestock Medicine and Surgery I. Diagnosis, treatment, prognosis and prevention of medical and surgical disease of livestock species.			
DRVM 737V	Clinical Skills VI	2.5	Year 3 Spring Semester
Course Description: Builds on Clinical Skills I-V. Advanced clinical skills of domestic species using models, specimens, and live animals. Perform dental extraction, soft tissue surgical techniques and emergency procedures, and basic large animal surgeries (e.g., castration, dehorning).			
DRVM 7363	Equine Medicine & Surgery II	3.0	Year 3 Spring Semester
Course Description: Builds on Equine Medicine & Surgery I. Diagnosis, medical and surgical treatment, and prognosis of common disorders of horses			
DRVM 7324	Small Animal Medicine II	4.0	Year 3 Spring Semester
Course Description: Builds on Small Animal Medicine I. Diagnosis, management, prognosis and prevention of common canine and feline medical diseases and disorders.			
DRVM 739V	Becoming a Veterinary Professional VI	1.5	Year 3 Spring Semester
Course Description: Builds on Becoming a Veterinary Professional I-V. Basic veterinary business principles (fee setting, creating estimates). Regulatory elements of drug management (e.g., controlled drugs, extra-label drug use). Orientation to clinical year.			
DRVM 7392	Veterinary Pharmacology II	2.0	Year 3 Spring Semester
Course Description: Builds on Veterinary Pharmacology I. Applies principles of drug use for common diseases in a systems-based approach.			
DRVM 738V	Clinical Decision Making: Patient Management II	1.5	Year 3 Spring Semester
Course Description: Builds on Clinical Decision Making: Patient Management I Critical thinking, communication, resource identification, evaluation, and clinical decision making. Focuses on treatment selection (including empirical treatment, triage, and end of life care), incorporating spectrum of care.			
Total Credits Year 3 Spring Semester		18.5	

## Year 4 Clinical Rotations

Course Number	First Semester Course Titles	Credit Hours	Year and Location
DRVM 7462	CR-Transition to Clinics	2.0	Year 4 Jonesboro

Course Description: On-campus faculty-supervised advanced clinical skills (diagnostic and surgical) and professional skills to facilitate successful entry into community-based rotations.

DRVM 741V	CR-Small Animal General Practice	6.0	Year 4 Arkansas or Nationwide
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Course Description: Supervised clinical instruction in a selected, pre-approved, high-quality, small animal general practice (canine, feline, pocket pets) with a wide variety of medical, surgical, and dental cases.

DRVM 7432	CR-Specialty Practice	2.0	Year 4 Arkansas or Nationwide
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Course Description: Supervised clinical instruction in a selected, high quality, specialty practice (canine, feline, lab animal, exotic, zoological, equine and/or large animal). Instruction will take place in practices with board certified specialists (e.g., internists, radiologists, surgeons, anesthesiologists, or other specialists).

DRVM 7452	CR-Career Specialty Emphasis	3.0	Year 4 Arkansas or Nationwide
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Course Description: Supervised clinical instruction in a selected, high quality, specialty practice with resident(s) and/or interns in the student's career area of interest.

DRVM 7412	CR-Diagnostic Veterinary Medicine	2.0	Year 3 Arkansas
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Course Description: Supervised clinical and diagnostic pathology instruction in a selected, pre-approved, high-quality, diagnostic pathology lab, inclusive of necropsy. with a diverse array of veterinary species.

DRVM 7442	CR-Large Animal	2.0	Year 4 Arkansas or Nationwide
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Course Description: Supervised clinical instruction in a selected, pre-approved, high-quality, large (or mixed) animal general practice. Clinical experience will focus on diagnosis, management, and prevention of disorders of large animals (livestock or horses).

DRVM 7422	Clinical Diagnostic Imaging	2.0	Year 4 Jonesboro
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Couse Description: Performance of diagnostic imaging (radiology and ultrasound) techniques. Interpretation of diagnostic images, with a focus on radiographs and ultrasound. Some integration of more advanced techniques (e.g., MRI and CT).

DRVM 745V	CRE-Clinical Elective	12.0	Year 4 Arkansas or Nationwide
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Couse Description: Supervised clinical instruction in a selected, pre-approved, high-quality, practice of student preference.

DRVM 746V	CRE-Clinical Externship	12.0	Year 4 Arkansas or Nationwide
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Couse Description: Supervised clinical instruction in a student-selected practice.

DRVM 7430	NAVLE Preparation and Administration	0.0	Year 4 Jonesboro
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Couse Description: Study skills and topical review in preparation for the North American Veterinary Licensing Exam (NAVLE®).

DRVM 7472	CR-Small Animal Emergency and Intensive Care	2.0	Year 4 Jonesboro
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Couse Description: Supervised clinical instruction in a selected, pre-approved, high-quality small animal emergency practice (canine, feline, pocket pets). Clinical focus is emergency and intensive care cases.

DRVM 7451	Assessment of Clinical Year	1.0	Year 4 Jonesboro
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Couse Description: Last rotation on campus and will include grand rounds presentations, financial aid repayment options, completion of surveys and feedback regarding clinical rotations, and preparation for entry into veterinary practice.

Total Credits Year 4 Clinical Rotation Credits	Minimum 45.0
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## Distributive Model Fourth Year Description and Policies

Students should review the A-State CVM Clinical Handbook for information and policies regarding the clinical year.

## Scholastic Regulations

All students should be familiar with the following rules governing academic probation, withdrawal, or dismissal.

## Academic Probation

All students should be familiar with the following rules governing academic probation, withdrawal, or dismissal.

1. A student may be placed on **academic probation** at the end of the semester and continue into the following semester on academic probation if:
  - i. any course is being remediated and re-assessed;
  - ii. a student has been re-admitted to the academic program after being dismissed;
  - iii. a student receives a grade of “I” in any course;

Academic probation is for a minimum of one semester. Students on academic probation must meet with the Student Progress Committee and/or provide the Student Progress Committee a plan for improvement. The student will be guided by the Associate Dean for Admissions, Students, and Research. A student will no longer be on academic probation if the semester on academic probation has been successfully completed and when:

- A student has successfully remediated and been re-assessed for any failed course (for years 1-3)
- A student has successfully completed the year 4 clinical year program (for year 4).

2. A student may not advance to the next semester if the student has earned a final grade of “F” in any course for any semester of the curriculum.
3. A student may not advance to year 4 of the professional curriculum if a student has received a final grade of an “F” that has not been successfully remediated in a year 1-3 course.
4. A student shall not have a degree conferred from the professional curriculum until a passing grade has been received for all courses and have met all the requirements of the degree.
5. A student may be **dismissed** from the College if:
  - i. A student receives a final grade of an “F” in any course in the curriculum which is not successfully remediated;
  - ii. A student has reached their remediation limit of two courses (i.e., beyond two failed courses that have been remediated);
  - iii. Following due process in accordance with Arkansas State University Policy and Procedures, a student is denied permission to proceed in the curriculum for any other reason. A student will be required to leave the veterinary program regardless of academic grade if any of the following conditions exist:
    1. Failure to exhibit behavior of integrity, honesty, dependability, and accountability
    2. Clinical performance that jeopardizes safety of patients.
    3. Failure to conform to the legal and ethical standards of the veterinary profession.
    4. Having excessive absences.
6. If a student becomes subject to the provisions of any of the above scholastic regulations, a student shall be subject to such requirements the Dean may determine appropriate based on recommendations of the Admissions Committee and/or the Student Progress Committees.
7. Students who receive an "F" in any academic course will be required to report to the Student Progress Committee, course coordinator and/or other members of the Office of Admissions, Students, and Research to request permission for continuance and to develop a plan for improvement.

## Withdrawal Process

At Arkansas State University College of Veterinary Medicine (A-State CVM), the faculty and staff are committed to student success. DVM students in need of support should contact the Office of Admissions, Students, and Research (OASR), which will assist the student in reaching the appropriate CVM and/or University student support services.

## Overview of Withdrawal Process

Matriculated students may elect to withdrawal from the A-State CVM DVM program at any time for academic, health, or personal reasons. The Associate Dean for Admissions, Students, and

Research (ADASR) will meet with the student to review the request and ensure the student understands the academic, programmatic and financial repercussions of withdrawal.

During this meeting, the student will receive specific instructions on how to withdraw and may be given specific re-enrollment terms based upon the circumstances of the withdrawal. A follow-up e-mail will be sent by the ADASR or OASR to the student's official University e-mail account outlining the withdrawal instructions, requirements for re-enrollment (if applicable), and reminders to contact appropriate offices (e.g. Financial Aid and University Housing). Students are strongly encouraged to save this information in an accessible location as continued access to a student's Arkansas State University e-mail address is not guaranteed.

## Academic Repercussions

Years 1 through 3: Students who withdraw after the semester starts and prior to the A-State withdrawal deadline (see A-State Academic Calendar for current deadlines) receive course grades of "W" which do not affect the student's academic standing. Students who withdraw after the withdrawal deadline will receive an "Incomplete (I)" for all incomplete courses and must complete the course(s) by the end of the following semester per University policy otherwise the student will be issued a failing grade for the course(s). Students who stop attending classes without completing the withdrawal process will automatically receive an "F" in all enrolled courses per University policy.

Year 4: Completed rotations will receive a course grade of "Pass (P)" or "Fail (F)" as outlined in the course syllabus. Incomplete rotations will be given a course grade of "W" which do not affect the student's academic standing, if the withdrawal is requested prior to the A-State withdrawal deadline (see A-State Academic Calendar for current deadlines). Students who withdraw after the withdrawal deadline will receive an "Incomplete (I)" for all incomplete rotations and must complete the rotation(s) by the end of the following semester per University policy otherwise the student will be issued a failing grade for the rotation(s). Students who cease to attend clinical rotations without completing the withdrawal process will automatically receive an "F" in all incomplete rotations in which they were enrolled per Arkansas State University policy.

## Programmatic Repercussions

All students who withdraw must appeal as described in the CVM Student Handbook for readmission. Students who are in the National Guard or an Armed Services Branch are except from this process and will be automatically readmitted after submitting a copy of official National Guard or Armed Services deployment orders. The date of deployment must align with the semester withdrawn from the DVM program.

Students withdrawing for medical and/or mental health reasons must provide a "return-to-work" or "return-to-school" letter from a licensed medical professional to the ADASR before appealing for readmission. This letter will be placed in the student's academic record.

## Financial Repercussions

Students should consult with the A-State Financial Aid Office as withdrawal may impact future financial aid eligibility.

## Withdrawal Process

To initiate withdrawal from the DVM program, the student must declare their withdrawal intent in writing to the Associate Dean for Admissions, Student Programs, and Research (ADASR). The ADASR will then follow the process outlined in the “Overview” section. At all times during this process, a student seeking a withdrawal must continue to follow the Attendance and Excused Absence Policy until the withdrawal is complete.

## Remediation Policies

Students who fail any course may have the option to remediate the course material and undergo reassessment as outlined in the course syllabus. In the fall semester of Year 1, students may remediate one course if one course is failed. If two or more courses are failed in fall Year 1, a student will not be allowed to progress to spring semester and will be required to appeal through the Student Progress Committee for re-admission. Successful remediation is defined as receiving an average grade of pass (68% or more) for the affected course.

Cumulatively, over the course of the academic program, a student may fail and remediate up to a maximum of two courses (but never more than one per semester). A student may fail no more than one required or elective rotation in the clinical year (Year 4), but this must be successfully remediated in order to graduate. Failed externship rotations will be evaluated on a case-by-case basis. Additional requests for remediation will be considered by the Student Progress Committee only when extenuating circumstances apply and there is no guarantee that additional requests for remediation will be approved.

To request remediation with reassessment, a student must submit their request in writing to the course coordinator and the Office of Admissions, Students, and Research. Students are encouraged to request remediation as soon as the course has concluded but must make the request no later than three days after the deadline for final grade posting at the end of the semester (for year 1-3 courses) or three days after they have been informed of their (failing) grade (for year 4 courses).

Remediation will not result in a final grade of greater than a pass (68%) and must be completed before a student proceeds to the next semester (serialized courses) or year (stand-alone courses) of the curriculum (years 1-3) or graduation (year 4). Failure to successfully remediate the failed course will result in provision of a fail grade. Remediated pass outcomes will be reported as 68% for the purposes of GPA calculation.

## Administration of Remediation Process

1. Student: The student will work with the Office of Admissions, Students, and Research to submit a request for remediation to the course coordinator. This request must be in written format and presented no later than 3 days following the final grade posting.
  - a. The letter of request should state why the student is seeking remediation.
  - b. In order to proceed, the Office of Admissions, Students, and Research shall confirm that this is the first or second request for remediation and will serve as a student advocate/advisor, as necessary, during the remediation process.
2. Course coordinator: Once a request for remediation has been received, the course coordinator (in consultation with the course committee) will design a plan for remediation with reassessment that is appropriate for the student and will communicate that plan in writing to the student and to the Office of Admissions, Students, and Research within two weeks of receiving the request for remediation.
  - a. Remediation and reassessment plans should be cumulative and reflective of all course materials, as successful remediation and reassessment will lead to a grade of “P” replacing the previous course grade. In courses with more than one examination, individual examination grades cannot be remediated and retested. Remediation is generally self-directed and will not require substantive additional creation of materials by the course coordinator.
  - b. The plan should include the date, time, and manner of reassessment. Agreement by the student in writing to the course coordinator should occur within one week of receipt of the plan.
  - c. Remediation and reassessment must be completed at least two weeks prior to the start of the next fall semester.
  - d. If there is disagreement between the student and course coordinator regarding the remediation plan or the date, time, or manner of the reassessment, the Dean or the Dean’s representative will meet with the course coordinator as well as separately with the student and the Associate Dean of Admissions, Students, and Research to resolve the disagreement.
  - e. Students should be notified of successful/unsuccessful completion of the remediation process no later than one week after the reassessment.
3. Student Progress Committee: The Student Progress Committee will review any petitions for students seeking a third remediation.

## Incomplete Grades

Students in a course who are performing at a satisfactory level but are unable to complete the requirements of the class due to circumstances beyond their control may be assigned an “I” grade. Examples would include (but are not limited to) medical issues and family emergencies. A student who wishes to be considered for a grade of “I” must make the request to the course coordinator in writing with an appropriate, documented reason for the incomplete request prior to administration of the final examination for the course (for year 1-3 courses) or prior to the last day of the rotation (for year 4 courses). The course coordinator will determine how the student’s adequacy in

completing the remainder of the course requirements will be assessed, and, once that assessment has been completed, will assign a final grade to replace the “I” grade.

In addition, students may receive a grade of “I” in a year 4 course if they are generally progressing at a satisfactory level but fail to demonstrate sufficient competency by the end of the clinical rotation in one or more of the clinical competencies outlined in the course syllabus. For an “I” grade to be assigned, the faculty assessing the student’s performance must believe that additional time on the rotation or in a proposed remediation plan will allow the student to adequately master the clinical competencies in question. The faculty assessing the student’s performance will decide whether the student needs to repeat all or a portion of the clinical rotation or if some other remediation plan would be appropriate. The Office of Admissions, Students, and Research will schedule the additional time in the student’s schedule. Additional time for remediation will not result in any additional credit being earned. Once the student completes the additional time on the clinical rotation, the course committee will replace the “I” grade in the course with a final grade based on the student’s performance in both the original rotation and the completed remediation and reassessment

“I” grades must be replaced before a student can advance to the next year of the curriculum or graduate. Responsibility for changing an “I” grade lies both with the student and the faculty members concerned. “I” grades that are not replaced by graduation (year 4 course), prior to entry into clinics (year 3), or prior to subsequent academic year (years 1-2) will be changed to an “F” grade.

All “I” grades will be reported to and reviewed by the Student Progress Committee at their regular scheduled meetings. If a student receives an “I” grade in multiple courses, the Student Progress Committee, working with the relevant course coordinators, may elect to assign a more extensive remediation plan, or may assign a grade of “F” in one or more of the courses in question. The Student Progress Committee may elect to have the student retake the entire semester of courses or those courses with an “I” and/or “F” grade.

## Time to degree completion

The program for the Doctor of Veterinary Medicine degree is expected to be completed within six years from the time a student is classified as a full-time DVM student. Students who are dual-enrolled in a PhD Graduate degree are expected to complete this program in seven years.

**Extension of six-year limit:** This time limit may not be exceeded except by special permission of the Student Progress committee and the Dean of the College of Veterinary Medicine. A formal meeting of the committee must be held to discuss any time limit extension. The committee will make a recommendation to the Dean of the College of Veterinary Medicine, who has the final decision. The extension is for one year.

**Suspension of the six-year time limit:** A suspension of the six-year time limit may be granted for a specified period if petitioned by a student and if certain qualifying events are met:

- For the birth of a child and/or to care for the child,
- For placement of a child through adoption or foster care,

- For the care of the spouse (wife or husband), partner, son, daughter, or parent who has a serious health condition,
- For the student's own serious health condition which prevents the student from performing their essential duties.

If granted, the extension is for no more than one academic year.

## Attendance Policy

The Arkansas State College of Veterinary Medicine (A-State CVM) Attendance Policy was developed to ensure students acquire the broad knowledge and skills necessary to fulfil the competencies outlined by the American Veterinary Medical Association Council on Education (AVMA COE) and the 32 CBVE® Competencies.

Attendance requirements for both preclinical and clinical components of the curriculum are designed to support A-State CVM's commitment to preparing Doctor of Veterinary Medicine (DVM) students for independent and autonomous practice in all entry-level positions within the veterinary profession upon graduation.

A-State CVM expects all students will review the syllabus for each course and clinical rotation. Each syllabus may outline course-specific attendance policies, especially courses or rotations which include hands-on skill training, direct patient care and communication with clients, colleagues, and veterinary professionals.

## DVM Students: Years 1-3

The CVM expects the following attendance standards to apply to all didactic lecture courses:

- DVM students should attend every lecture, recitation (e.g. small groups), and laboratory session of every course in which they are enrolled.
- DVM students who miss a class session should expect to make up missed work or receive a failing grade on missed work.
- DVM students must utilize their available excused absences if they are unable to attend a lecture, recitation, or laboratory session.
- DVM Students requiring accommodations for lecture, lab, or exam attendance must be registered and approved by the A-State Access and Accommodation Services (AAS) before the accommodation(s) can be provided.

Additionally, the CVM requires mandatory attendance for the following components of the DVM curriculum:

1. All exams and quizzes.
2. All laboratories and other activities that require manual or verbal skill development as part of the student's learning process (e.g. anatomy labs, surgical labs, communication skills).
3. Group-based learning activities that rely on all group members to contribute to the learning process (e.g small group communication and case-study discussion, team-based learning).

4. Learning activities within the DVM curriculum that involve clients (including simulated clients), guest speakers, and/or patients.
5. Any other events or activities which students receive prior notification of mandatory attendance.

## Excused absences

While A-State CVM expects regular attendance, we also recognize that certain situations—planned or unforeseen—may prevent students from attending courses, examinations, or other learning activities. In these situations, a student must obtain an excused absence to be eligible for the opportunity to address any graded activities that occur during the absence. Alternative activities or examinations may need to be arranged. All absences, whether excused or unexcused absences, should not extend beyond two weeks during a 15-week semester as this significantly disrupts the program's structure. Students must plan accordingly to ensure that they do not exceed the absence limit.

Below outlines the appropriate steps to obtain the approved absence:

1. **Illness:** Students who are absent due to a physical or mental illness or quarantine will be excused from all classes and examinations. Students must notify their Year Coordinator and the Office of Admissions, Students, and Research as soon as possible by submitting the 1<sup>st</sup> to 3<sup>rd</sup> Year Student Excused Absence Request Form. Students must also submit documentation by the appropriate licensed medical professional to the Office of Admissions, Students, and Research. Regularly scheduled medical appointments are not considered an illness. Medical leave exceeding two weeks will require a formal medical withdrawal from the program.
2. **Compassion leave:** Students experiencing a death in the family, serious emergencies involving members of a student's household or immediate family, or other personal crisis, including death of a personal pet will be excused from all classes and examinations. Students must notify their Year Coordinator and the Office of Admissions, Students, and Research by submitting the 1<sup>st</sup> to 3<sup>rd</sup> Year Student Excused Absence Request Form. Alternatively, you may give written permission to your mental health professional or an A-State counselor, whom you have an established client-patient relationship with, to assist you with the leave request. Additional documentation may be required at the discretion of the Office of Admissions, Students, and Research, Year Coordinator, and/or Course Coordinator. Compassion leave exceeding two weeks will require a formal withdrawal from the program.
3. **Maternal/Paternal leave:** Students who choose to notify the Office of Students Programs about an upcoming or current pregnancy will receive more information about maternal and/or paternal leave options in coordination with the A-State Title IX Office.

4. **Conferences and/or valuable extracurricular educational opportunities:** The student will remain responsible for all materials/learning opportunities, exams, and other evaluations which are missed. These requests are considered on a case-by-case basis because some essential coursework, laboratory, and group experiences cannot be rescheduled—an excused absence may not be granted in these circumstances. Additionally, students must meet the following criteria:
- a. The student must have a GPA of 2.5 or above and not be on probation or receive a failing grade the previous semester.
  - b. The student must obtain written permission from the Course Coordinator of each course which will be missed.
    - i. This is not required for students who meet the following criteria:
      - 1. The student is presenting a scientific abstract (poster or oral)
      - 2. The student receives a competitive scholarship from a national/state organization, non-governmental organization (NGO), or a veterinary-related business to attend.
      - 3. The student is representing A-State as part of a national leadership position (not a school level position).
      - 4. The student is an elected officer of a professional organization that requires attendance at national meetings (e.g. SCAVMA A-State President and delegates).

Students must submit the 1<sup>st</sup> to 3<sup>rd</sup> Year Student Excused Absence Request Form to their Year Coordinator by the second week of the semester or one month in advance.

5. **Military obligations or court-imposed legal obligations such as subpoenas or jury duty:** Students who receive jury duty summons may be able to request alternative dates which are not within the academic semester. The 1<sup>st</sup> to 3<sup>rd</sup> Year Student Excused Absence Request Form and accompanying supportive legal documentation (e.g. jury duty request) should be turned into the Year Coordinator within 10 business days of the student receiving the military or legal obligation notification.
6. **Pets:** Excused absences may be granted for emergency veterinary care of a personal pet if no alternative arrangements are feasible. Regularly scheduled appointments, including appointments scheduled with veterinary specialists, are not emergencies and do not qualify for an excused absence. Within 24 hours of the emergency, the student must submit the 1<sup>st</sup> to 3<sup>rd</sup> Year Student Excused Absence Request Form to their Year Coordinator. Additional documentation may be requested by the Year Coordinator or Office of Admissions, Students, and Research.
7. **Transportation issues:** Students involved in a car, motorcycle, or bicycle accident should seek medical care first and contact the Year Coordinator and the Associate Dean for

Admissions, Students, and Research after the situation has stabilized. The Year Coordinator or the Office of Admissions, Students, and Research may require additional documentation.

8. **Inclement weather:** If A-State closes due to inclement weather, students will be granted an excused absence for any in-person required courses. Classes and laboratories will be rescheduled.

## DVM Students: Year 4 Clinical Rotation Attendance Policy

Students are encouraged to review the attendance expectations section of the syllabus for each clinical rotation. The start date and time for each clinical rotation will be determined by the rotation and the individual clinical affiliate. During orientation at each clinical site, the clinical responsibilities, expectations, and scheduling will be discussed with the student(s) for that specific practice/hospital. Students should confirm during their orientation that the last Friday of the rotation will be a half-day ending around noon.

Attendance is mandatory for daily clinical responsibilities and all after-hours duty assignments to receive a passing grade for the clinical rotation. In general, students should anticipate being in-person during regular clinical hours, as well as after-hours, weekends, and holidays when the student has case responsibilities or is scheduled by the clinical site to work. The student may also have emergency duty assignments or intensive care assignments.

All students must meet the requirements in the A-State Technical Standards and students receiving accommodations related to clinical attendance must be registered with and approved by AAS.

A-State CVM recognizes that some conflicts or absences can be anticipated, such as taking the North American Veterinary Licensing Examination (NAVLE), while others cannot be anticipated.

### General Rules for Planned and Unplanned Absences:

1. Each student will be allowed up to 3 personal absence days during blocks 1 through 6 and up to 3 personal absence days during blocks 7 through 12.
  - a. A personal absence day is defined as any day a student is absent for active clinical duties.
  - b. Students are required to make-up these personal absence days during the scheduled rotation.
2. A maximum of one personal day per each 4-week block will be allowed without requiring a make-up of the day missed. Students are encouraged to work their schedule in cooperation with the clinical affiliate so that the student is at a clinical affiliate site a minimum of 40 hours each calendar week. If a student plans to be in attendance for over 40 hours a week at a clinical affiliate, the student, with the approval of the clinical affiliate site, may take a day off that does not count towards the personal absence day total.
3. For any four-week rotation, personal absences may not extend beyond three days, otherwise an incomplete or non-satisfactory grade will be issued and the entire rotation rescheduled at the current site or at an alternative equivalent site.

4. Students should plan accordingly to ensure that they do not exceed the personal absence day limit.
5. All personal absence days must be reported as outlined below:

### Personal Absence Day Categories:

- **Illness:** Students who are absent due to a physical or mental illness or quarantine will be excused from clinical responsibilities. Approved medical leave exceeding one day will require the student to coordinate make-up dates with the clinical affiliate and the Office of Clinical Programs. If make-up dates are not available or permitted, then a student must repeat the rotation. Students who are ill must contact the Supervising Veterinarian at the clinical site and the Office of Clinical Programs. Students must also submit the 4<sup>th</sup> Year Student Excused Absence Request Form and documentation by the appropriate licensed medical professional to the Office of Clinical Programs/Office of Admissions, Students, and Research which states the student should be excused from work or clinical responsibilities. Regularly scheduled medical appointments are not considered an illness. Medical appointments requiring students to miss up to 4 hours of a rotation do not require a personal absence day nor is the student required to make-up the time. Medical leave exceeding six days may require a formal medical withdrawal from the program.
- **Transportation issues:** Students involved in a car, motorcycle, or a bicycle accident should seek medical care first and contact the Office of Clinical Programs after the situation has stabilized. If the student can safely contact the Supervising Veterinarian at the clinical site, then they must do so. If the severity of the accident prohibits this, the CVM will contact the clinical site on the student's behalf.
- **Compassion leave:** Students experiencing a death in the family and serious emergencies involving members of a student's household or immediate family will be excused from the clinical responsibilities. Students must notify the Office of Clinical Programs by submitting the 4th Year Student Excused Absence Request Form. Alternatively, you may give written permission to your mental health professional, an A-State counselor or St. Bernards counselor, whom you have an established client-patient relationship with, to assist you with the leave request. Additional documentation may be required at the discretion of the Office of Clinical Programs/ Office of Student Programs. Approved compassion leave exceeding one day will require the student to coordinate make-up dates with the clinical site and the Office of Clinical Programs. If make-up dates are not available or permitted, then a student must repeat the rotation. Compassion leave exceeding six days may require a formal withdrawal from the program.
- **Maternal/Paternal leave:** Students who choose to notify the Office of Students Programs about an upcoming or current pregnancy will receive more information about maternal and/or paternal leave options in coordination with the A-State Title IX Office.

- **Military obligations or court-imposed legal obligations such as subpoenas or jury duty:**  
The 4th Year Student Excused Absence Request Form and the appropriate legal documentation (e.g. jury duty request) should be turned into the Office of Clinical Programs within 10 business days of the student receiving the military or legal obligation notification. Students selected for jury duty may be eligible for additional personal days beyond the 6-day limit. Students with military obligations may be required to formally withdraw for the duration of the military obligation if greater than one 4-week rotation.
- **Conferences:** Students may attend a conference or national meeting during their clinical year if one of the following applies:
  - The student is presenting a scientific abstract (poster or oral)
  - The student receives a competitive scholarship from a national/state organization, non-governmental organization (NGO), or a veterinary-related business to attend.
  - The student is representing A-State as part of a national leadership position (not a school level position).
  - Students meeting one of the above criteria are eligible if their cumulative GPA of  $\geq 2.5$  and not be on probation or receive a failing grade in a clinical rotation. Students must submit the 4<sup>th</sup> Year Student Excused Absence Request Form to the 4th Year Coordinator at least three months in advance.
- **NAVLE<sup>®</sup> Test Taking:** Students may be excused up to two clinical days to allow for travel to a testing site and sitting for the exam. The 4<sup>th</sup> Year Student Excused Absence Request Form, distance to the testing site from the clinical rotation (if two days is being requested), and the NAVLE<sup>®</sup> Scheduling and Admissions Permit must be submitted to the 4<sup>th</sup> Year Coordinator within 10 business days of scheduling the exam. Students receiving accommodations and taking the NAVLE<sup>®</sup> over two days will automatically receive an excused absence for two clinical days.
- **Job Interviews:** Students may be excused for job interviews. The 4<sup>th</sup> Year Student Excused Absence Request Form must be submitted to the Office of Clinical Programs at least one month in advance.

**All other requests that do not fall into one of the above categories are unexcused and are required to be made up.**

#### **Note about Make-up Dates**

- Students must coordinate make up dates with the Office of Clinical Programs and the clinical affiliate to make-up any required missed days/hours.
- Any absence in excess of 3 days in a given block period (Blocks 1-6 and Blocks 7-12) must be made up. The student may accomplish this by working extra hours during a given calendar week so as to still work a minimum of 40 hours a week in a given seven day calendar period (Sunday - Saturday).

#### **Miscellaneous**

Any request for absences that are beyond the scope of personal absence days (planned and unplanned) described above should be submitted in writing to the Associate Dean for Clinical Programs for consideration.

- Any absence from any rotation (primary instructional sites, secondary instructional sites and electives) will be considered as above.
- For medical appointments requiring missing up to 4 hours of a rotation, the missed time will not require the use of a personal absence day. The missed time for a medical appointment of less than 4 hours will not need to be made up. The student should contact the Office of Clinical Programs (via email) when more than one medical appointment is required in any one rotation block.

## Honor Code

All students are expected to exhibit the highest standards of professionalism. This includes

- 1) Academic honesty and integrity – Students are expected to do their own work and refrain from cheating in any possible forms.
- 2) Personal ethical and professional behavior – Students are expected to exhibit desired behavior such as adherence to the dress code, being respectful to peers and professors in and out of the classroom, maintain high standards of personal hygiene and cleanliness. Students are also expected to refrain from offensive language, discrimination in all its forms, sexual harassment, and other unprofessional behaviors.

Students will be expected to become an integral part of promoting integrity by participating in the development of a self-enforced student honor code. The honor code will be developed specifically for A-State CVM by an ad hoc committee composed of faculty and students and chaired by the Associate Dean of Student Programs and Admissions (ADSPA). Honor code violations identified by students or faculty are expected to be reported to the ADSPA or a faculty member. Students can be instrumental in promoting a culture of professionalism by modeling the desired behaviors themselves.

## Plagiarism/Cheating Policy

Cheating and plagiarism is defined as submitting another person's work and knowledge and representing it as your own. Academic integrity is paramount for a high-quality institution and to preserve the integrity of all students in the program. Cheating on exams and other settings is not permitted and will result in significant penalties including possible dismissal from the college. For additional guidance please consult the following websites.

<https://www.astate.edu/dA/26121e2b3a/fileAsset/student-handbook.pdf> (p15-16)

## Artificial Intelligence (AI) Use Policy

Arkansas State University College of Veterinary Medicine (A-State CVM) recognizes that both veterinary medicine and veterinary education are evolving, driven in-part by

technological advancements and generational differences. This policy acknowledges that artificial intelligence (AI), including its subfields such as large language models (LLMs), are powerful tools which have the potential, when leveraged appropriately and ethically, to enhance veterinary student learning.

## Artificial Intelligence (AI) Definitions

A-State CVM uses the following definitions for AI and related technologies:

- **Artificial Intelligence (AI)** - a computer program or algorithm designed to imitate Human intelligence, whether that intelligence is static (pre-programmed) or dynamic (learning from input data)
- **Machine Learning (ML)** - an artificial intelligence designed to learn from data that is provided to it
- **Generative AI** - a machine learning algorithm that, once trained on a given set of data, can produce synthetic data (in the form of text, images, sounds, videos, or other synthetic data points) such that most casual observers would agree that the synthetic data realistically approximates the character and form of the training data with high fidelity, without explicitly copying the training data
- **Large Language Model (LLM)** - a generative AI that is capable of functionally understanding and producing human language such that it can respond to a variety of prompts in a manner that is relevant to the given prompt
- **AI Tools** – an umbrella term that includes AI, ML, Generative AI, and LLM technologies.

This policy applies to all A-State CVM students enrolled in preclinical courses and clinical rotations, including distance education components employed in the preclinical curriculum. Students should also review and comply with the [A-State Guidelines and Considerations for the Ethical Use of Artificial Intelligence](#) and the [A-State IT Security Acceptable Use of AI Guidelines](#). The documents provide University-wide guidance for students, faculty, and staff.

## Student Expectations

A-State DVM students must learn and demonstrate mastery of the necessary scientific knowledge, clinical skills, and professional ethics outlined in the A-State CVM Technical Standards and the American Veterinary Medical Association (AVMA) Council of Education (COE) accreditation policies prior to graduating. Additionally, as part of their veterinary education, veterinary students, under direct instruction and/or supervision of A-State faculty and partner veterinarians, may serve as the authority for making decisions, treatment protocols, diagnoses and recommendations for their patients. Therefore, students *may not use AI in the A-State CVM preclinical and clinical program to replace the knowledge and skillsets required to meet the competencies required to become a veterinarian.*

Due to the rapidly evolving role of AI in veterinary medicine, students must stay informed about emerging technologies, including any guidelines, policies, or standards established. This includes staying informed about any new laws regarding AI use, any changes to the Arkansas Veterinary Practice Act and the Veterinary Practice Acts in other states where the student completes any

clinical rotations. Students should also stay informed about any AI policies established by State Boards of Veterinary Medical Examiners.

## Preclinical Courses:

AI use within all preclinical courses, including distance education, is permitted only with prior permission, unless stated otherwise in the course syllabus. Prior permission means that students are allowed to use AI tools on assignments, group activities, and other similar activities only when the student receives the instructor's explicit permission.

Students are freely permitted—and encouraged—to use AI tools during personal study and practice if those tools enhance their ability to learn, apply, and retain essential knowledge.

### **Prohibited uses of AI in the preclinical program include the following activities:**

- When taking in-person and online quizzes, including pre-lab quizzes, and in-person and online exams, unless the quiz or exam explicatively states the AI tool that may be used and how it may be employed.
- Impersonating you in classroom contexts, such as by using the tool to compose discussion board prompts assigned to you or content that you put into a Zoom chat.
- Completing in-class or in-lab group work assignments
- Completing clinical rotation assignments.
- Writing entire sentences, paragraphs or papers to complete surgery reports, SOAPS, or other written assignments.

## Clinical Rotations:

A-State CVM students may enter clinical rotations where AI tools are being utilized in the veterinary practice. At each clinical rotation's orientation, it is important to ask about and adhere to any AI policies in place at the clinical site, including requirements for obtaining informed client consent.

In addition to following the individual practice or corporations AI policy and procedures students are expected to adhere to the following:

- All AI applications utilized by the student must comply with relevant applicable laws and regulations. This includes data protection, privacy, and any specific regulations pertaining to the use of AI in veterinary medicine.
- Students utilizing AI technologies should obtain informed consent from clients, explain the nature of AI tools they are using, their potential benefits, and limitations.
- Any AI tools being used should protect client information and the patient's medical records. These tools should never expose client information or medical records, be shared publicly or be accessed by large foundation models, large language models, and other similar applications without the client and veterinarian's express consent, as applicable.
- The student should understand proper and appropriate recording of the use of AI technologies in their medical records, how to properly inform clients they are using

AI technologies and gain consent where needed, and what their risks are when using AI technologies in the specific cases.

## Responsibilities of Preclinical and Clinical A-State CVM Students:

Whenever using AI tools as for coursework, laboratory work, clinical rotations, or other A-State CVM related activities (including studying), students must agree and adhere to the following:

- Do not upload A-State CVM course material (e.g lectures, notes, handouts, photos and videos) to AI tools.
  - Students may use AI tools that offer privacy settings or paid plans that keep from entering the public domain and keeps the content secure and restricted.
  - Students are responsible for determining whether a tool meets these standards and must seek guidance if unsure. With the evolving AI landscape, it is outside of this policy to list all potential AI tools a student may use that meets these guidelines.
- The student is responsible for all information submitted within an AI query (also referred to as an AI prompt).
  - Some examples include but are not limited to:
    - Ensuring the AI query does not violate intellectual property laws.
    - Ensuring the AI query does not contain misinformation or unethical content.
- The student is responsible for recognizing the limitations of AI tools, potential biases and incorrect or misinformation.
- The student must comply with A-State's data privacy policies and all applicable federal and state laws, including but limited to those articulated in Section 8 of the [A-State ITS Acceptable Use of AI Guidelines](#), to ensure that personal and sensitive information is securely handled and protected from misuse.
  - This includes veterinary patient and client data which should never be entered into an AI query.
- The student must ensure all created content, including images, adheres to the [A-State Standards of Student Conduct](#) and [A-State Academic Integrity Policy](#).
- The student must be properly documented and cite any AI tools used as directed by the instructor.
- Understand that violations of this policy and or related university policies will be considered a breach of the A-State CVM Honor Code and may result in disciplinary actions.

A-State CVM wishes to acknowledge some text in the clinical rotation section comes directly from the [Georgia Veterinary Medical Association Policy Statement: Use of AI in Vet Med](#) (accessed June 4<sup>th</sup>, 2025).

## **Student Advising Policy**

Upon entry into the program, every student in the CVM will be assigned a faculty mentor/advisor. As the faculty grows, this assignment will be based upon student interest and professional goals. Students will have the option to change academic advisors based on shared interests, mutual compatibility, and faculty availability. The advisor will provide their assigned students with academic and professional guidance during the four years of veterinary school. Career counseling may be provided by the academic advisor or other faculty. In the third year of the curriculum, students will meet with their academic advisor with support from the Office of Clinical Relations to construct their clinical year schedule. Students in good academic standing will be required to meet with their advisor at least once each semester. Students in academic jeopardy will be required to meet twice a month with their advisor.

## **Guest, Children, and Pet policy**

Family members and friends are welcome to visit the CVM if accompanied by a student and or CVM personnel. Be aware that some sensitive areas such as surgery and anatomy labs and some animal areas may be off limits. Pets are generally off limits in CVM facilities unless utilized for teaching labs.

Children should always be accompanied by an adult and should be quiet and respect study activity of other students. In general, the best time for children to visit will be during periodic open house and other events.

## **Class Officers**

Each class will elect class officers. They will represent the class in various interactions with the CVM administration and or A-State. This may involve assuring communications are distributed. They may also be asked to aid in policy development decisions.

## **Student Organizations (Student Club) Policy**

Arkansas State University College of Veterinary Medicine (A-State CVM) recognizes that DVM Student Organizations enhance the educational experience during the preclinical semesters. A-State CVM encourages DVM students to establish organizations that foster professional development, networking, community building and/or social support. These student organizations are intended to complement—not replace—any A-State CVM preclinical or clinical courses or laboratories. All students should prioritize academics first and secondarily supplement their academics through student organization activities.

Numerous national organizations, such as the American Veterinary Medical Association (AVMA), offer the opportunity to establish local student chapters. Veterinary specialty organizations, for example, the American Association of Equine Practitioners (AAEP), also provide opportunities to form student chapters at CVMs.

With a multitude of potential possibilities, it is essential that the formation of student organizations be maintained at a reasonable level to ensure the CVM faculty are able to fully support the formed organizations. Each CVM faculty or staff member, with rare exception, may serve as the lead advisor for no more than one student organization annually. If the number of proposed organizations exceeds available faculty and staff support, the Office of Admissions, Students, and Research will conduct an annual survey each Fall to help facilitate formation and continued support of student organizations to ensure a range of national affiliates and special interest organizations are established or continued.

To form an A-State CVM Student Organization, the proposed organization must meet the following requirements outlined by the A-State Registered Student Organizations (RSO) General Guidelines and the additional CVM Requirements.

### A-State Registered Student Organizations (RSO) General Guidelines

- Membership must be a minimum of 5 A-State DVM Students
- At least one CVM faculty or staff member must serve as the RSO Advisor
- Have an active constitution
- The A-State RSO Application must be submitted annually each Fall

### Additional CVM Requirements:

- The DVM RSO must be self-funded
- The DVM RSO is responsible for any costs associated with their activities
- The DVM RSO must uphold the professional behaviors advocated by A-State and the CVM
- New or reactivating DVM RSO must submit a proposal including:
  - Organization name
  - Officer names
  - Faculty advisor(s)
  - Overview suitable for inclusion in the A-State CVM Student Handbook and website
  - Submit the proposal [here](#) or use the QR code below:



**Note:** This proposal must be approved by the Office for Admissions, Students, and Research prior to filing the A-State RSO Application

- Starting Fall 2027, a list of officers and members must be submitted to A-State SCAVMA, in accordance with SCAVMA procedures. A copy of these lists will be retained by the Office of Admissions, Students, and Research.

## Officer Requirements:

Serving as an officer provides opportunities to develop management and leadership skills, network with peers and future colleagues, and contribute to the A-State CVM student body and the greater community. Officer positions require a significant time commitment. Students are encouraged to speak with current or past officers to understand the tasks, duties, and anticipated time commitments of the position before agreeing to serve in the officer role.

DVM students who are interested in serving as officers of student organizations must meet the following requirements:

- Cumulative GPA of 2.5 or above
- Not on academic probation or remediating a course
- Must be a first-, second-, or third-year preclinical student, with the term ending before clinical rotations
- May serve in no more than two officer roles or an officer role and Student Representative position concurrently
- Must be willing to step down if academic performance is negatively impacted

## Member Expectations and Requirements:

Membership in DVM RSOs offers the opportunity to further enhance a student's educational experiences, provide networking opportunities, offer social support, and/or engage with our community. Members of DVM RSOs should actively participate in meetings and activities while maintaining academic priorities. Students on academic probation or remediating a course/semester may be restricted from RSOs participation based upon unsatisfactory academic progress.

## Fundraising Activities (solicitations):

A-State allows all faculty, staff, and RSOs to hold fundraising activities, also referred to as solicitations, that are reasonable and appropriate. The activities are not to occur more than three times per semester and not to exceed three consecutive days per event. Fundraising activities (solicitation) shall be defined as (1) requesting donations without products or services being rendered or (2) activities which raise funds through the sale of merchandise or services for the benefit of the recognized organization, for the educational purposes of Arkansas State University or for a selected philanthropic project of the organization. Fundraising activities may include university sanctioned philanthropic projects such as United Way. An off-campus organization or business may not conduct the fundraising activity and then provide the recognized A-State Student Organization a certain percentage of sales, income, etc.

## Activities Involving any Animal Species or Cadavers:

Before planning any activities involving personal pets, research animals, teaching animals, or cadavers, all DVM Student Organizations must consult with their RSO Advisor. Certain activities may require an approved A-State Institutional Animal Care and Use Committee (IACUC) protocol or exemption and/or DVM supervision. Requirements are determined on a case-by-case basis by the RSO Advisor and/or Office of Admissions, Students, and Research.

## Activities Off Campus:

Before contacting any local shelters, veterinary practices, or business where off-campus activities may occur, The Associate Dean for Admissions, Students, and Research must be notified by e-mail. These proposed activities will be reviewed on a case-by-case basis by the Associate Dean for Admissions, Students, and Research and/or the Associate Dean for Clinical Programs. The Office of Admissions, Students and Research may provide support as needed.

## Scheduling of Meetings, Activities, and Fundraisers:

For events that do **not** involve external veterinarians, corporate sponsors, or non-A-State individuals/entities, please follow the guidelines below. If your activity involves any external individual, organization, or company or involves sponsorship by an outside entity, please review the A-State CVM Outside Veterinary Entity Guidelines. When planning any meetings or activities, individual groups or organizations using University facilities (e.g. CVM building) are responsible for set up, take down, and clean up.

To be able to schedule a meeting, activity, or fundraiser involving only A-State individuals, the following must be met for Fall 2026-Spring 2027:

- The proposed meeting, activity, or fundraiser must not conflict with scheduled A-State CVM academic activities or scheduled activities by other DVM Student Organizations
- The proposed meeting, activity, or fundraiser must be consistent with the educational, research, or service mission of A-State CVM or enhance the DVM student experience for all students (e.g. cultural and social activities)

- Follow all applicable [A-State Operating Procedures](#) (e.g. University Policies related to promotional materials in Section 04-02 and use of academic facilities in Section 04-30)
- An approved IACUC protocol or exemption is on file if applicable.

To schedule a meeting, activity, or fundraiser involving only A-State individuals, the president (or designee) of the DVM student organization must submit a request a minimum of one week in advance to the Office for Admissions, Students, and Research using the following [form](#) to assist with scheduling:



Note: Scheduling of rooms and laboratories is based upon a first-come first-serve basis, and no more than two club activities may be scheduled at any one time.

## Student Representative and CVM Visitors Policy

Arkansas State University College of Veterinary Medicine (A-State CVM) recognizes that veterinarians, corporate entities, non-governmental organizations (NGOs), public agencies and other organizations or individuals (hereafter “veterinary entity”) may wish to collaborate with faculty, students, and staff as part of educational activities, outreach, and/or research. A-State CVM supports all collaborations and activities consistent with the educational, research, or service mission of the college.

A-State professional students must develop the skillsets necessary to interact effectively with colleagues, businesses, and other entities, as well as to recognize potential biases and conflicts of interest that may arise in their careers. The CVM’s Office of Admissions, Students, and Research will ensure students receive the knowledge and tools required to engage with these veterinary entities through an orientation during the Fall semester and/or through the professional development courses within the DVM curriculum. While students are still learning these skillsets, it is important that interactions within A-State CVM are monitored and occur in a conducive learning environment.

This document provides guidelines for these interactions and collaborations with non-A-State CVM veterinary entities, including the recruitment of Student Representatives. These guidelines apply to any entity wishing to interact with A-State CVM students, faculty and/or staff as part of educational activities, outreach, and/or recruitment purposes.

## General Guidelines

- A-State CVM will not provide the names, addresses, phone numbers, or e-mail addresses of professional students unless the student has given explicit, written permission requesting their information be shared with a specific veterinary entity.
- All presentations, wet labs, continuing education activities, and the distribution or sale of products and services must have prior, written approval by the Office of Admissions, Students, and Research.
- Any veterinary entity seeking to recruit an official Student Representative must register and receive prior written approval from the Office of Admissions, Students, and Research before recruitment begins. Registrations must be updated at least once every 12 months.
- Sponsorship of any DVM student organization activity—including financial assistance or product donations—must receive prior written approval from both the student organization’s Faculty Advisor and the Associate Dean for Admissions, Students, and Research.
- All applicable [A-State Operating Procedures](#), including University policies related to promotional materials (Section 04-02) and use of academic facilities (Section 04-30) must be followed.
- Filming and photography of A-State CVM activities and events may not be used for commercial advertising without permission, following the [Commercial Filming and Photography ASU System Policy](#).

## Student Representative Eligibility

- Prospective and current Student Representatives must:
  - Have a cumulative GPA of 2.5 or higher
  - Not be on academic probation or remediating any course/semester
  - Not serve as a Student Representative for another veterinary entity and may not simultaneously serve as an officer for more than one DVM student organization
  - Be enrolled in 1<sup>st</sup> through 3<sup>rd</sup> year of the DVM program, with the role ending before clinical rotations begin

## Student Representative Requirements, Registration, and Guidelines

- Each year, each veterinary entity seeking to recruit an A-State CVM student to serve as a Student Representative must register or update their registration using the QR code below:



- Requests may have a delayed response if submitted after the first 6 weeks of a semester.
- To receive approval, Student Representative positions must:
  - Provide reasonable compensation to the student
  - Provide appropriate training as necessary
  - Require the DVM student to work no more than 60 hours per 15-week semester
  - Hire only DVM students who meet eligibility requirements—submit the selected student’s name to the Office of Admissions, Students, and Research before informing the student. The Office will verify eligibility.
  - Acknowledge that the Office of Admissions, Students, and Research reserves the right to deny or revoke student participation at any time, including for academic, professional, or conduct-related concerns
- A veterinary entity must have a signed agreement in-place with A-State CVM before approved DVM Student Representative opportunities will be shared with students by the Office of Admissions, Students, and Research. DVM students must initiate contact; their information will not be shared directly with veterinary entities.

## Career-Related Presentations

- Veterinary entities intending to host presentations about career opportunities, externships, summer work or research programs, internships, and/or residency programs for A-State CVM Students and/or alumni on the A-State Campus must submit a proposal form.
  - Minimum 2 weeks in advance of presentations
  - Use the QR code below to access the proposal form:



- Activities will be approved if they meet the following criteria:
  - Align with the educational, research, and/or service mission of A-State CVM
  - Include contact information for current or former interns, residents, or employees so DVM students may have the opportunity to contact these individuals
  - Include contact information for current or former participants for externship or summer opportunities (if available) so DVM students may have the opportunity to contact these individuals
  - Does not conflict with scheduled academic activities of the targeted audience.

Generally, no more than one lunch and one dinner activity will be scheduled per day.

## **Presentations, Wet Labs, and Continuing Education– No involvement of DVM Student Organizations**

- Veterinary entities intending to host presentations, wet labs, or continuing education activities for A-State CVM Students, faculty, staff, or alumni on the A-State Campus must submit a proposal form.
  - Minimum 2 weeks in advance of presentations
  - Minimum 4 weeks in advance for wet labs and continuing education activities
  - Use the QR code below to access the proposal form:



- The Office of Admissions, Students, and Research will review all requests and may request additional information or alternative date(s).
- Activities will be approved if they meet the following criteria:
  - Align with the educational, research, and/or service mission of A-State CVM
  - Enhance knowledge and understanding in clinical or basic sciences, personal or professional development, or other veterinary-related areas
  - Focused on the scientific knowledge that supported the development and supports the use of a product or service. Sole marketing of company products or services to students is prohibited.
  - Does not conflict with scheduled academic activities of the targeted audience.

Generally, no more than one lunch and one dinner activity will be scheduled per day.

## Presentations and Wet Labs – Involvement with DVM Student Organizations

This section supplements, but does not replace, the A-State RSO Guidelines and the A-State CVM DVM Student Organization Policy. The information provided here specifically addresses an outside veterinary entity is presenting to the DVM student organization, providing lunch, donating products for an outreach event, or other equivalent activities. Any questions about this document or the DVM Student Organizations Policy should be directed to the A-State CVM Office of Admissions, Students, and Research. The DVM RSO is responsible for the cost associated with any presentation or wet lab they arrange.

### Student Organization Activities: Occurring on A-State CVM Property

- All presentations, wet labs and other activities provided by or sponsored by an outside entity and involve a DVM RSO (e.g. guest speaker, provides lunch for presentation, etc.), the DVM RSO president (or designee) must submit a proposal form.

- Minimum 2 weeks in advance of presentations
- Minimum 4 weeks in advance for wet labs and other activities
- Use the QR code below to access the proposal form:



- The Office of Admissions, Students, and Research will review all requests and may request additional information or alternative date(s)
- Activities will be approved if they meet the following criteria:
  - Support professional development, networking, career exploration, or social support for DVM RSO members
  - Any marketing of company products or services must focus on the scientific knowledge that supported the development and supports the use of the product
  - Does not conflict with scheduled academic activities of the targeted audience

Generally, no more than one lunch and one dinner activity will be scheduled per day.

### **Student Organization Activities: Occurring off A-State CVM Property**

Before contacting any local shelters, veterinary practices, or business where off-campus activities may occur, the Associate Dean for Admissions, Students and Research must be notified by e-mail. These proposed activities will be reviewed on a case-by-case basis by the Associate Dean for Admissions, Students, and Research and/or the Associate Dean for Clinical Programs. The Office of Admissions, Students, and Research may provide support as needed.

### **Distribution of Veterinary Products or Veterinary Services:**

Veterinary products purchased through student or professional discount programs (e.g., pet food) and ordered directly from companies do not require registration. If students are required to attend presentations about the products or services as part of the program or before registering for the program, please follow the guidelines set forth above for presentations by veterinary entities. All A-State CVM students, faculty, and staff participating in these programs must adhere to all established guidelines set forth by the business and all applicable state and federal laws.

Any veterinary entity who would like to provide veterinary products (e.g. heartworm medications) or veterinary services (e.g. complete blood chemistry panel) to CVM students or DVM RSOs free of charge or for a nominal fee, must email the following to the Associate Dean for Admissions, Students, and Research:

- Description of the product or service
- Rationale for making the product or service available to students
- Peer-reviewed or equivalent data demonstrating the efficacy of the product and/or supporting the use of the service for specific health monitoring or disease-related purposes.
- Intended recipients (e.g. third year students, members of a specific RSO)
- Prescription requirements and how these will be collected and verified
- Name and contact info of distribution coordinator and any other relevant individuals

This information will be reviewed by both the Associate Dean for Admissions, Students, and Research and the Associate Dean for Professional Education. Faculty experts may also be consulted as part of the review process. Distribution or service provision may begin only after written approval from the Office of Admissions, Students, and Research. The Associate Dean for Admissions, Students, and Research reserves the right to deny any products or services from being distributed or provided to students.

DVM students receiving any veterinary products or veterinary services must adhere to the following:

- Use as directed by the manufacturer or your veterinarian
- Use only for or services for personal pets or your service animal
- Do not resell or give away products or services
- Follow all applicable local, state and federal laws related to the product or service