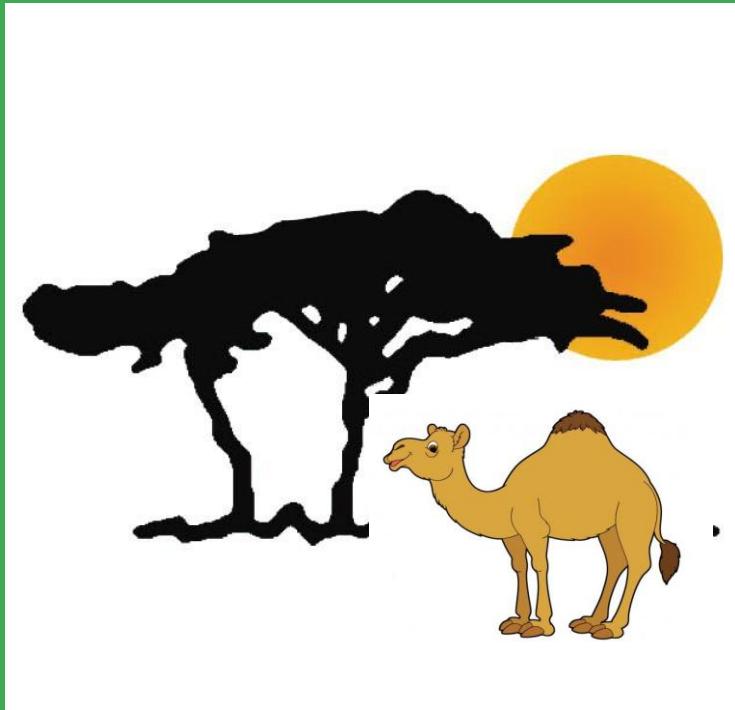


Student Guidelines

2025-26



**Sagol Medical School for
International Health**

CONTENTS

Mission Statement

Personnel	5
1 Code of Ethics	6
2 By-laws	7
2.1 Health regulations	7
2.2 Behavior	8
2.3 Attendance Policy	13
2.4 Course exemptions/credits	18
2.5 Leave of Absence (LoA)	18
2.6 Guidelines for Pregnancy &/or Maternity Leave	20
2.7 Absence from Classes and Deferring Studies	23
2.8 Split year	27
2.9 Academic Requirements for MD	27
2.10 Assessment	28
2.11 Examinations	30
2.12 Shuttle and Travel Reimbursement Procedure	37
2.13 Occupational Exposure Procedure During a Clinical Rotation	38
3 Curriculum	42
4 Global Health & Medicine (GHM) Clerkship	45
5 Satisfactory Academic Progress (SAP)	46
5.1 SAP Standards	47
5.2 SAP Evaluation Frequency	49

5.3	Other Factors to be Defined	49
<hr/>		
6	Graduation	50
<hr/>		
7	Wellness Support	50
<hr/>		
7.1	Physical	51
<hr/>		
7.2	Health	51
<hr/>		
7.3	Emotional	51
<hr/>		
7.4	Spiritual	53
<hr/>		
7.5	Professional	54
<hr/>		
7.6	Social	55
<hr/>		
7.7	Financial	56
<hr/>		
8	Emergency Management & Security	56
<hr/>		
9	Prevention of Sexual Harassment	57
<hr/>		
10	Academic Publications	57
<hr/>		
11	Academic Meetings	59
<hr/>		
12	Medical School Enquiries Policy	61
<hr/>		
12.1	Academic Enquiries	61
<hr/>		
12.2	Administrative Enquiries	61
<hr/>		
13	Important Phone Numbers	61

The Four-Year Medical School (hence forth to be referred to as “the School”), as an integral part of The Faculty of Health Sciences at BGU, is totally committed to the mission statement that follows:

MISSION STATEMENT

The Faculty of Health Sciences acts along one clear value chain:

From society and research  to individual and patient well-being  to community

From this we derived our mission:

Ground-breaking excellent in research  Leadership in training the health professions of tomorrow  Leadership and impact on public health

VISION

Together we will lead the way to scientific, educational and clinical excellence, through an integrative multidisciplinary approach reflecting a profound commitment to individual and community health in the Negev, in Israel and around the world.

Core Values

Person-centered approach  Commitment to society and the community  Collaboration and integration

 Innovation in a changing world  Leadership and impact

Sagol Medical School Personnel Managerial Staff



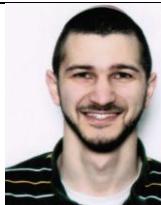
Alan Jotkowitz, MD
Director
alanjot@bgu.ac.il



Leaura Navi, BPT
Administrative
Director
lnavi@bgu.ac.il



Ben Taragin, MD
Associate Director
Academic Affairs
taraginb@bgu.ac.il



Ben-Zion Samuely, MD
Associate Director Pre-
Clinical Affairs
benzis@post.bgu.ac.il



Lone Avnon, MD
Preclinical Academic
Advisor
avnonl@bgu.ac.il



Noah Liel, MD
Clinical Academic Advisor
lielnoah@bgu.ac.il



Adi Leiba, MD
Associate Director for Clinical
Affairs
adileiba@bgu.ac.il



Mark Clarfield, MD
Associate Director
Global Health
markclar@bgu.ac.il



Elissa Freedman, MD
Associate Director
Student Affairs
alisaf@clalit.org.il

Administrative Staff



Miri Shamovich
School and Directors
Asistant
mirishm@bgu.ac.il



Roi Hill-Cohen
Financial Aid Assistant
Examinations Assistant
hillcohe@bgu.ac.il



Ana Spivakovsky Schab
Financial Aid Assistant
Global Health Assistant
anaspiva@bgu.ac.il



Sharon Dagan
Timetable Coordinator
shardag@bgu.ac.il



Ilana Shub
Examinations Assistant
shubil@bgu.ac.il



Esther Krief
Student Affairs Coordinator
kriefe@bgu.ac.il

1. CODE OF ETHICS

Each first-year class at the Medical School draws up its own unique Code of Ethics in the initial weeks of their studies. First year students read the code aloud at the Physician's Oath Ceremony. This code guides our medical students throughout their four years of formal studies and clinical rotations on the way to becoming qualified physicians. This code is in addition to the Oath of the Physician used by all Israeli medical schools.



2. STUDENT BY-LAWS

Students abide by the following obligations and activities during their studies at the Medical School:

2.1 Health Regulations

2.1.1 Immunizations

As healthcare students, you are required to comply with the Ministry of Health's vaccination requirements tailored to your field of study.

Attached is a link detailing the vaccination guidelines for the academic year 2025-2026:

https://in.bgu.ac.il/fohs/Pages/vaccins_info.aspx

Please note that even if you have previously obtained such a certificate, it may not be up to date for this year, and a new one must be issued.

You can obtain the completed vaccination certificate (Appendix 6G) through:

- Local health clinics throughout the country:
<https://www.gov.il/he/service/health-students-and-workers-vaccination-program>
- Travelers' Clinic - Soroka University Medical Center

During the semester, a reminder will be sent to your university email to complete the vaccination certificate and a link to upload the completed certificate to the system.

The final deadline for submitting the completed vaccination certificate (Form 6G) is by the end of the first academic year (first year).

2.2 Behavior

Students must behave according to the code of behavior that applies to all students at Ben-Gurion University of the Negev in general and the Faculty of Health Sciences in particular and as defined in the academic constitution:

[Student-Disciplinary-Regulations-EN.pdf \(bgu.ac.il\)](#)

Students are also obliged to behave in accordance with the principles of medical professionalism and the Physician's Oath they take with regard to patients, teachers, peers and medical staff.

2.2.1 *Plagiarism*

The University, as an academic institution, is involved in generating, preserving, and imparting knowledge through research and teaching. It encourages the use of existing knowledge for the purpose of creating new knowledge, while strictly maintaining the ethical and

legal rights of the authors and creators of the original works and sources.

Plagiarism is the false presentation of a work or part of a work of an author or artist as a work or part of a work belonging to another, even if the legal rights of the author or artist are not violated.

This includes work generated by artificial intelligence.

Plagiarism is considered an act of theft, fraud, lack of decency, and deception. Plagiarism is unethical conduct, in contrast to copyright violation, which is an illegal act by definition.

PENALTIES

It is considered to be an act of serious academic dishonesty inconsistent with what is considered appropriate behavior for an academic degree holder. Therefore, our university considers plagiarism a very serious offense. The regulations of Ben-Gurion University of the Negev set out consequences for students who are convicted of this offense, which can include the revocation of a degree or certificate, expulsion from the University for an extended period, or even permanent expulsion from the University.

2.2.2 *Intellectual Property*

Any work is the intellectual property of its creator and is protected in and of itself. Intellectual property is a possession even if it is not protected by law (including copyright laws). It is possible to transfer the ownership of intellectual property. The transfer of ownership is similar to selling an asset, and therefore requires a written contract.

2.2.3 *Copyright*

A copyright is a legal means that protects the reputation of the author or artist, on the one hand, and the implications of this reputation on his or her financial status, on the other. This protection grants the creator of the work the right to determine what use can

be made of his or her work. The copyright is created in order to encourage the creation of works on the basis of new and original ideas by giving the creator an incentive.

A publisher, producer, or editor who has collected and grouped works together has the copyright of the collection under the condition s/he has received the approval of the authors or creators of the works. A work protected within the framework of the copyright laws is any work that is documented and original, even if the matter of protection is not indicated in an explicit manner.

2.2.4 Drugs and Alcohol Policy

The Drugs and Alcohol regulations can be found at the BGU website for Maintenance of a Work and Study Environment Free of Drugs and Alcohol: <http://in.bgu.ac.il/osh/ResearchcharP/14-001-an.pdf>

2.2.5 Dress Code

As representatives of the medical profession and BGU, all medical students are expected to maintain an image that conveys credibility, trust, respect, and confidence in one's colleagues and patients.

Appropriate dress is also essential to enhance patient safety in the clinical setting. Attire and behavior should promote a positive impression for the individual student, the specific course, and the institution. In addition to the guidelines outlined below, certain departments and some clinical affiliate institutions may require alternative dress guidelines which must be followed.

CLASSROOM

- Shirts/ blouses must extend, at least, to the waistband of the skirt or pants.

- Students are permitted to wear casual slacks, jeans, and T-shirts, provided they are clean, in good repair, and do not contain any language or pictures. Shorts of mid-thigh length or longer are permitted, except on lab days.
- Shoes: Shoes must be clean, in good repair and appropriate to the job functions and duties. Flip-flops, slippers, or open-toed shoes/sandals are NOT allowed in the patient-care setting.
- Hair: Hair must be neatly groomed and clean. A hair restraint may be required in certain settings.
- Facial hair: Must be neatly groomed and clean.
- Jewelry: Jewelry worn by students must be of reasonable shape and size, appropriate to the work setting and may not interfere with patient care, job performance, or safety. Rings must be small enough to allow for the use of gloves, with no risk of tearing.
- Other: Hair covers, masks, shoe covers, and gowns should be removed before leaving the designated clinical areas and should not be worn while in the outpatient clinics or when making rounds on the inpatient services, unless permitted by the institution.

SCRUBS

In general, medical students should wear their own clothes with the white coat (rather than scrubs) for patient care assignments in clinics and when performing inpatient services. Scrubs are worn in compliance with the policies of the institution in which the medical student is assigned for patient care rotations. Scrubs may only be worn in specific patient care areas. They should **not** be worn in public places outside the clinical care facility. If scrubs **must** be worn outside of the designated clinical area, they should be covered with a white

coat. Scrubs should not be taken home without prior written authorization from the providing institution.

Note: While wearing a white coat in the clinical setting, medical students are expected to verbally identify themselves as students at all times and must assume responsibility to clarify their role to patients.

RESEARCH LABORATORY

The basic safety rule is to dress to minimize safety risks.

- Clothing should be comfortable and appropriate for the work and must be clean, neat, and in good repair. Lab regulations strictly prohibit shorts, skirts and short dresses. Exposed skin is at risk for contact with hazardous material and burns.
- Shirts/ blouses must extend, at least, to the waistband of the skirt or pants.
- Hair must be clean and groomed. Long hair should be tied back.
- Fingernails should be short, neat and clean. Long fingernails are a safety hazard.
- Shoes worn must meet OSHA safety standards and regulatory requirements relative to the specific work location. Open-toed and open-heeled shoes, perforated shoes and canvas sneakers are not allowed in the laboratory areas, or other areas subject to foot safety concerns. Flip flops are not appropriate.
- Research Lab coats must be worn inside the laboratory at all times. Lab coats may not be worn out of the working area in the central facility. Therefore, the first thing to do when entering the laboratory is to put the lab coat on. Likewise, when finished and before exiting the lab area the lab coat should be taken off. To work in the cell culture room, only specific lab coats kept inside the room should be worn.

2.2.6 Punctuality

Students must be punctual for all activities involving classes and/or patients.

2.2.7 Gifts

Students may not give gifts of any kind to any member of the academic or administrative staff.

2.2.8 Violations of Code of Behavior

Students who violate a code of behavior can be reported by the instructor, administrative staff, class representative(s) or injured third party. The events will be discussed in the MSIH Student Promotions and Professionalism Committee.

- A. The Promotions and Professionalism Committee will discuss every case individually, may seek advice from any source it sees fit, counsel the student, follow their future behavior, and appoint an advisor.
- B. The Student Promotions and Professionalism Committee will forward its recommendations to the School Director. The School Director may choose to accept, reject or modify the recommendations of the committee. The student may appeal the decision to the Dean of the Faculty of Health Sciences who may accept, reject or modify the decisions of the School Director.

2.3 Attendance Policy

The integrated curriculum at the Medical School is designed to promote an engaging, collegial interchange of ideas among students and faculty in all sessions including large group formats such as lectures. It is the expectation that students will arrive to class **on time**, as well as attend and participate in all sessions unless an

absence has been requested and approved (see *Excused Absences* below). In formats that involve collaborative work, participation will be assessed which comprises an important element in the satisfactory demonstration of competence. Because the patient must be the center of all health care activities, attendance is particularly important in all sessions that involve patients, including large -and small- group formats.

Additionally, the ability to learn, the success of the curriculum, and training in professionalism, necessitates attendance and participation of all students. Therefore, students are expected to attend all mandatory courses and all clinical exercises, laboratories or small groups. The decision over categorizing lectures or sessions as mandatory will be made by the course director in conjunction with the Associate Director for Academic Affairs (or their designee), and stated clearly in the course syllabus.

Students are expected to attend at least 80% of mandatory lectures. Lectures are considered mandatory if so noted in the course syllabus. Failure to attend at least 80% of mandatory lectures will result in referral to the Promotions and Professionalism Committee. Under exceptional circumstances, the requirement for 80% attendance for individual students may be modified upon approval from both the Course Coordinator and Associate Director for Academic Affairs. Additionally, attendance may account for 10% of the academic grade for each course (at the discretion of the course director and will be noted in the syllabus).

Students must participate in all 100% (not 80%) of activities that are defined as mandatory such as:

- a. All laboratory and anatomy dissection sessions
- b. Class seminars and group discussions, small group work, and any educational activity that is not presented in a frontal lecture format e.g. case studies.
- c. All activities related to early clinical exposure, i.e. Introduction to Patient Interview, Clinical Communication and Physical Examination Skills, Global Health and Medicine (GHM) courses and POC Ultrasound.
- d. First and second year modules. Students must complete four modules by the end of second year.
- e. All third year clerkships and workshops

If a student is unable to attend a day (or portions thereof) of lectures due to sudden illness, they must email the course coordinator. The second consecutive day of absences will require a note from a treating physician office or emergency room visit notation.

The student is responsible for any material covered during the lectures that day and is required to request supplementary material from the course coordinator for self-study.

Missed quizzes or other graded activities included in course assessment **will not** be rescheduled and the student **will not** receive credit for those activities. Small group assignments can only be changed after consultation with the small group leaders and confirmation with the scheduling office.

2.3.2 Violations of Attendance Policy

The medical school has a zero-tolerance policy regarding academic dishonesty in any form. Attendance dishonesty including but not limited to

- signing in for others,

- signing in without physically attending,
- signing in and leaving (without permission) before completion,
- switching small groups without permission,

are violations of the Sagol Medical School for International Health Code of Behavior (see 2.2).

Such behavior by students is referred to the Student Promotions and Professionalism Committee. Notations from this committee become a permanent part of the student's academic record and will be included in the portions of the MSPE (Medical School Performance Evaluation) dealing with professionalism and adverse actions. The Medical School's Student Promotions and Professionalism Committee may recommend additional penalties to the Director, such as disciplinary probation or dismissal.

2.3.3 Planned Absence

A planned absence from a mandatory activity is permitted with written consent received in advance by the Course Coordinator and the Student Affairs Coordinator. Permission is also granted in specific situations by submitting additional documentation as described:

Examples of planned absences

1. Army reserves duty (מילואים)
2. Observance of religious holidays
3. Student research presentation - conducted as a medical student - at a recognized national or international meeting. The student will provide the following documentation:
 - A confirmation of the presentation which includes location, dates and times and submitted to the Student Affairs Coordinator at least two weeks in advance of the anticipated absence.

4. Obtaining non emergent medical care available only during the time of the mandatory activity:
 - A note from the health care provider and submitted to the Student Affairs Coordinator.
5. Important social events such as a wedding of an immediate family member:
 - Students must submit the invitation to the Student Affairs Coordinator as soon as details are known. (Social absence requests may not be approved for all events).
6. Birth of a child
7. If a mandatory activity is rescheduled within three school days of its original scheduled date OR if a mandatory activity is moved earlier to within three school days resulting in a conflict with a student's pre-scheduled medical or important personal appointment, and an email is sent to the specific Course Coordinator and Student Affairs Coordinator.

2.3.4 Request for an absence

A request for an absence entails an email to the course and year coordinators. The email must be sent as early as possible and no later than **two** school days in advance of the requested absence. Students may be required to make up some or all missed academic and clinical work. The responsibility of coordinating all make-up work belongs to the student. Failure by the student to plan appropriate remediation may result in a meeting with the Promotions Committee.

2.3.5 Emergency/Excused Absence

1. Bereavement - arrangements made for each specific situation in conjunction with the Director or Associate Director
2. Significant medical issues:

- Students are able to use a maximum of two days per course and five days each academic year for outpatient medical absences recommended by their health care provider. Under special circumstances, students can request more time from the Student Affairs Coordinator.
- A note from the health care provider indicating the need to be absent from class and given to the Student Affairs Coordinator on the first day a student returns to school.
- Absence of more than 10 days may require a leave of absence (see below)
- Maternal child delivery

1. Other relevant emergency e.g. army reserves duty.

Approved absences may require any of the below for completion of academic/course requirements and at the discretion of the teacher:

- An alternate date for the missed activity
- A substitute activity
- A full or partial exemption from the activity

2.4 Course Exemptions and/or Transfer of Credits

The medical school cannot exempt students or transfer credits from courses taken in a previous degree or medical school.

2.5 Leave of Absence (LOA)

The School Director can approve a LOA on an individual basis, and for the duration of one year/semester. LOA approval is granted based on the student's needs and on the school's ability (or lack thereof) to accommodate the student into the class to which they will return. Sometimes class size alone may be the determining factor for the school's decision.

2.5.1 Student requests for LOA must be in writing, signed and dated, and sent to the Director for Academic Affairs. This should follow-up with a personal meeting. The request must include the specific period of leave, the reason for the request, and a suggested plan for future studies. The Director for Academic Affairs makes a recommendation in writing to the Administrative Director. Students are notified in writing of the final decision.

2.5.2 Permission for a LOA from studies is conditional upon the completion of all academic requirements and relevant payments until the LOA commences. The school does not charge students any additional fees for taking a LOA.

2.5.3 Except in the case of exceptional personal reasons (e.g. serious illness in family, etc.) LOA applications for the next semester must be submitted 8 weeks before the next semester of the current school year.

2.5.4 On return from a LOA, students will make up all studies missed during the absence within the framework of the teaching activities in the year in which they return.

2.5.5 An LOA will not be granted longer than one year, and not more than once for the duration of studies.

2.5.6 Students taking a LOA must let the administration know in writing that they plan to return no less than two months before the planned date of resumption of studies.

The criteria for LOA are:

- The student's request complies with the substance and procedure of this policy.
- The School determines that there is a reasonable expectation that the student will return from the LOA as indicated in the request.

- The student is assessed no additional charges. LOA together with any additional LOAs must not exceed a total of 180 days in any 12-month period (commencing on the first day of the student's initial leave of absence).
- After returning from the LOA, the student is able to complete the coursework begun prior to the LOA (that is, recommence in the program where the student left off).
- Upon return from a LOA, a student must provide proof of the absence (degree/research) unless the leave was for personal reasons.

2.6 Guidelines for Pregnancy and/or Maternity Leave

These guidelines outline procedures for students regarding parenthood are published on the Dean of Students website.

<https://www.bgu.ac.il/u/rector/dekanat/parents/>

<https://in.bgu.ac.il/acadsec/DocLib2/Parental-Guidelines.pdf>

2.6.1 The student should read the parenthood guidelines in the link above and then contact the coordinator at the BGU Dean of Students responsible for arranging the qualifying event.

A qualifying event is defined as: Pregnancy approved bed rest, travel overseas for adoption, receiving child for custody or for foster care, fertility treatments or IVF treatments and child birth. Male students are also eligible for this right for travel overseas for adoption. If the male student will be the primary caregiver, he is also eligible for this right regarding adoption or receiving child for custody or foster care.

2.6.2 A student with a qualifying event is obligated to meet all degree requirements.

2.6.3 A student will receive a recommendation for a study program that coordinates with the qualifying event from the Academic Director of the school and the student affairs coordinator.

2.6.4 It is the sole responsibility of the student to ensure enrollment in the recommended program in coordination with the above (5.3).

2.6.5 If the student's placement does not match the school's recommended program, the school is not obligated to change the placement.

2.6.6 In order to take the final exams on schedule, the student must complete all the courses required for the final exams.

2.6.7 ***Attendance at Preclinical Courses & Systems for a Student with a Qualifying Event (1st and 2nd year):***

Up to 30% absence is allowed from mandatory activities/classes for 15 weeks from the date of birth, adoption, custody/foster care, fertility or IVF treatments. From 15 weeks to one year, up to 10% absence is allowed from mandatory activities/classes. Mandatory activities/classes include:

- First year basic science courses plus the Clinical Communication course in 1st year - 30% absence allowed.
- Global Health Modules: mandatory attendance (any absences must be made up in coordination with the Course Coordinator).
- Laboratories: mandatory attendance (any absences must be made up in coordination with the Course Coordinator).
- Body systems (1st and 2nd year) plus the Communication and Physical Examination course in 2nd year.

2.6.8 *Attendance at Clinical Rotations for a Student with a Qualifying Event (3rd and 4th year):*

- Clerkships, Cross-Cultural Medicine Workshop, and Global Health Days: mandatory attendance (any absences must be made up in coordination with the Course Coordinator).
- Selectives: mandatory attendance (any absences must be made up in coordination with the Course Coordinator).

2.6.9 From week 20 in a pregnancy, a student is exempt from on-call duties during the rotations.

2.6.10 A student who is breastfeeding may request time from the rotation coordinator to pump breast milk. However, approval is subject to the discretion of the rotation coordinator in the department.

2.6.11 Infants/children are not allowed in clinical rotations.

2.7 Absence from Classes and Deferring Studies

2.7.1 Submitting Assignments During Absence

Students who were absent due to a qualifying event, during the time in which an assignment was given or one week prior to the assignment deadline, may submit this assignment or an alternate assignment according to the decision of the lecturer, within seven weeks following the end of his approved period of absence.

2.7.2 Labs, Seminars, Field Trips and Practical Training

- Students who were absent from a teaching laboratory due to a qualifying event, will complete participation in the course according to the decision of the lecturer.
- The Security department will notify whether material used in teaching and research laboratories may be hazardous to women who are either pregnant or breastfeeding. Students may postpone their participation in laboratories with materials that may be hazardous to their health and complete them at a later stage after they complete their pregnancy or stop breastfeeding.

2.7.3 Exams During Absence

- Students who miss an exam due to a qualifying event, fertility treatment, or IV treatment administered on the day of the exam may take it on an alternative date. Eligible students must notify the Exams Unit of their intention to take a special sitting within one week of the publication of the exam results, even if they did not take the original exam.
- After childbirth, child adoption, or child custody/foster care, students who are absent from an exam for up to 14 weeks following birth, may take this exam at another date. Students

who are main caretakers of the newborn child, adopted child or custody/foster child, also have this right.

- Students who are pregnant may take restroom breaks during an exam, including the first and last half hour of the exam.
- Students who are pregnant or have given birth within 14 weeks of an exam, are eligible for 25% additional time. If the student is eligible for additional time for another reason, the additional time will remain at 25%.
- Students who were either absent from an exam or did not submit a course assignment that was conditional, due to absence, may study in a later course until taking the exam or submitting the required assignment.

2.7.4 Partners

- The partner of a student who is also a student and was absent due to a qualifying event that took place during the semester, will be exempt from attending classes for one week.
- A student whose partner gave birth but is not the primary caretaker and was absent from an exam that took place during the three weeks following the birth, will be eligible for a special exam.

2.7.5 Study Extension

- Students who were absent due to a qualifying event during the normative study period may extend their studies for two semesters without being charged additional tuition i.e. not more than the normative tuition of their degree and no additional payment during this time.

2.7.6 Research Scholarship

- Graduate and doctoral students studying within the normative time period and have been absent due to a qualifying event

may continue to receive the scholarship (from the beginning of the period during which they were absent due to a qualifying event) for a period of up to 15 weeks. This clause does not grant eligibility to receive the scholarship during a period of absence which exceeds the normative study period.

- Once the scholarship period is over, the student will be eligible for an extension of the scholarships received from internal university sources for the period of his absence. The total payment received from all scholarships during the extension period will be an average of the scholarship sums received from internal university sources and received during the normative study period.
- The university will be responsible for the payment and extension of scholarships.
- Scholarships for post-doctoral students who were absent due to a qualifying event will continue. The period of paid absence will not exceed 15 weeks.
- To receive eligibility, students must submit a request to the Adjustments Coordinator at the Dean of Students office during the normative study period. A request submitted prior to an absence that states the expected beginning of absence will also be accepted.

Calculating extended scholarships

After the scholarship period is over, the student will be eligible for extension of the scholarship received by internal university sources, for the period of paid absence. The sum of the scholarship during this extension period will be the average of the sum of scholarships from internal university sources received by the student during the normative study period. As

a rule, students taking maternity leave immediately after the normative study period will be eligible only if they have been absent for over 21 days of this semester due to giving birth. The scholarship will be paid for days of absence. If the student was not absent for 21 days, the student will not be eligible for an extended scholarship. If a student receives a research scholarship in addition to the extended scholarship, this will reduce the extended scholarship sum during the normative period of study.

2.7.7 Infrastructures

The university will allocate the following resources:

- Suitable sitting options to enable comfortable sitting and writing conditions. Breastfeeding rooms, equipped with comfortable chairs, electrical outlets, refrigerator, diaper changing station and nearby sink.
- Diaper changing stations should be placed throughout the institution as needed, and students will be informed of their locations.
- Parking on or near campus – students in their seventh month of pregnancy and above and for 15 weeks following birth will be allowed to park near their place of study free of charge.

2.7.8 Advertising

- These rules and regulations will be posted every year in the university's annual booklet.
- At the beginning of the year, the Adjustments Coordinator will post this document to inform the academic and administrative staff at the university.

Special testing date – eligibility is for one special exam date only.

2.8 Split Year

Students may be permitted to split one academic year into two, only under very specific conditions, and only once during the four year program. Applications should be submitted as for a Leave of Absence.

2.9 Academic Requirements for MD

2.9.1 *Language of Instruction*

The language of instruction at the Medical School over the **first two years of basic science courses and systems** will be in **English or Hebrew**. This includes all learning experiences such as frontal lectures, laboratories, class discussions, and any other teaching format. All resources on Moodle for all courses during first and second years will be in English. All examinations during the first and second years will be in English.

The language of instruction during the **third and fourth clinical years** will be **Hebrew**. Students who did not graduate from an Israeli high school or college must complete and show proof of level 'Vav' Hebrew course from a recognized institution. Following each clerkship in the third year, students will sit a written exam in English. OSCE examinations will be conducted in **Hebrew**.

Following is the link to the Faculty of Health Sciences Examinations Rules and Regulations:

https://in.bgu.ac.il/fohs/adv_deg_info/Pages/regulations.aspx

2.9.2 *Credits*

The total number of credits required by students for the MD Diploma is approximately 261.

2.9.3 *Total Academic Weeks*

The total number of academic weeks required by students for the MD Diploma is 180.

2.9.4 *Research Project*

Students must complete a research project either for submission to a scientific journal or for review from a faculty appointed reviewer, during the four years of medical school and prior to graduation.

2.10 *Assessment*

The Sagol Medical School for International Health assessment, utilizes a numeric grading system during the pre-clinical and clinical years as an expression of the School's aims based on the following principles:

- The student's personal responsibility towards studying, stressing independent study.
- Faculty commitment towards the student's studies by formal and informal methods.
- Emphasis on service, acquired knowledge, and individual student responsibility.
- Development of problem-solving skills and utilization of integrative disciplinary knowledge.
- Emphasis on mutual assistance and inter-personal relationships and a reduction in competition among students.

The assessment incorporates various elements as follows:

- Results of on-going testing necessary for feedback for students and teachers.
- Overall assessment by progress evaluations that evaluate the student's ability to proceed to the next stage of studies.

- Assessment of clinical skills and capabilities to decide a student's readiness for responsibility.
- Assessment of the student's character and *behavior, and* other personal relationships (with patients, peers and team colleagues).

2.10.1 *Clinical Assessment Years 3 and 4*

Clinical assessment includes clinical evaluation and examinations in the third year. In the fourth year, the clinical evaluation is the total grade. The clinical evaluation aims to measure the six core clinical competencies including patient care, medical knowledge, practice-based learning and improvement, interpersonal and communications skills, professionalism, and systems-based practice. The evaluation is based on acquaintance with the students and observation of their work and performance. Final evaluations are a result of discussions between students' instructors and teachers.

- The evaluation form is submitted to the examination unit within a month of the date of the clinical examination at the end of the clerkship.
- Teaching staff in any clerkship may add further components to the assessment/grade, as long as students are informed (for example, short and long presentations, patient work-ups submitted for assessment, survey of literature, seminar paper or lecture, follow-up of a discharged patient, etc.). The various types of assessments and their weight in the final grade are detailed in the syllabus.
- The appropriate supervising faculty member should discuss the clinical evaluation with the student.

- The Clerkship Coordinator, or appointee, will inform the Examinations Unit if a student fails a clinical evaluation.
- In the case of a student failing a clinical evaluation, the student is scheduled to appear before The Promotion and Professionalism Committee. Following this meeting, recommendations are presented to the School Director who makes the final decision and informs the student.
- Failing a Clinical Evaluation requires that the student repeat the clerkship.
- The clerkship grade is calculated as a combination of the examinations and departmental evaluation. A student must pass each component of the clerkship in order to pass the clerkship.
- In instances where students complete the clinical clerkship or GHM clerkship in multiple sites, evaluations, examinations, and specific requirements for each site, will be reviewed by the course director and a single overall grade will be granted.

2.11 Examinations

Please note that the following is a summary of the exam rules at the Faculty of Health Sciences (FOHS). The school's administration will make every reasonable effort to update our students should there be any major changes. These can change at any time subject to the rules and regulations of the FOHS and the university.

2.11.1 Pre-clinical Examinations

The aim of examinations is to encourage consolidation of knowledge and to evaluate students' readiness to progress to the next stage of studies. Each course syllabus includes assessment specifications and requirements for the examination. Examination material can be taken from textbooks chosen and recommended by teachers, in

addition to material presented in on-going instruction (lectures, laboratories, seminars, research trials, etc.) or online activities. Examinations will take place on dates fixed by the school administration and will be announced at the beginning of the year.

- The answer sheet is the sole official document by which examinations are graded.
- Examinations are written, computerized, oral, practical or a combination.
- Students must receive a passing score on the examination to pass the course.
- Students must take the first examination session or receive prior approval of absence in order to be eligible for a "mode bet". If a student misses the examination without prior authorization, the make-up or "moed bet" will be the only exam given.
- Results are published within 14 days from the day the examination was administered for professor written examinations.
- In certain courses, the coordinator may request a written paper or oral presentation as an additional requirement for the course.
- The course coordinator determines the components of the final grade and these are included in the syllabus.
- In the first year, examinations are held at the end of the first semester and in the second semester following the conclusion of the basic science courses. The examination timetable including study days are marked on the schedule.
- In the final months of the first year, and throughout the second year, examinations are held at the end of each system and may contain a practical component. Students are usually granted time off to prepare for system examinations as follows: One half day

for each week of the system providing this does not exceed two days in total.

- In this formula, Saturdays and Jewish religious holidays are not considered study days and Fridays are considered half days.
- A passing grade for all written examination is 60.
- The school's exam policy is subject to all relevant Faculty of Health Sciences and University rules.

2.11.2 Clinical Examinations

Clerkship examinations are at the end of each clerkship (in addition to the department evaluation) and may be a combination of any or all of the following types:

- Multiple choice style test: Students must pass this test to pass the major clerkships. Examination conduct and procedures are determined by the BGU Faculty of Health Sciences.
- An examination in which students are required to perform an admissions interview and examine a patient, prepare a written summary of the patient's circumstances, introduce the patient to his examiners and discuss their presentation.
- An examination in which students are required to write a report, use slides or any other teaching method, identify a described condition, diagnose, carry out diagnostic examinations, prescribe an action program and discuss it.
- An Objective Structured Clinical Examination (OSCE) style examination comprises several stations in which students must demonstrate clinical skills, i.e. history taking, physical examination, admissions, interpretation of imaging test results etc. Students must pass at least half the stations to pass the OSCE exam.

- A different clinical test with approval of the medical school and the examination unit. This test can be either an individual or a group test. The Clerkship Coordinator will be responsible for the level of the examination, its fairness and implementation, including appointing examiners.
- Failure of any component of the clinical examination necessitates a second sitting of that component. Failing a make-up or "moed bet" results in the failure of the entire clerkship and a summons to The Promotion and Professionalism Committee.
- Results of OSCEs and Clinical Evaluations will be published up to four weeks after the exam date or the end of the clerkship.

2.11.3 Attending Examinations

Students may be prevented from participation in examinations if they have failed to fulfill all course obligations, tasks and minimum attendance requirements.

- All examinations have two sittings. Students in year 1 and 2 (preclinical years) who fail the first examination or wish to improve their grade, may take the second examination (make-up or "moed bet"). The grade from the second examination is final. Students who miss the first examination and do not receive prior approval, will only be given one sitting of the examination.
- All students must take the first examination in a given course on the same date in Be'er Sheva.
- Nothing herein will require the medical school to provide the same conditions in special examinations as those applied in regular examinations.

- Time extensions are granted only through the Dean of Students Office and cannot be issued by the Exams Unit or school staff. An approved time-extension confirmation must be submitted to the Exams Unit and printed and brought to every exam.
- Make-up examinations for first, second and third year students will be conducted on specific dates announced by the examinations unit.
- Failure of an OSCE will result in an oral examination or a second OSCE, at the discretion of the Course Coordinator and Year Coordinator.
- The school will not reschedule make-up exams to accommodate travel plans including existing plans made in contradiction to this policy.
- Dictionaries (מילוני) are not allowed at exams.

Only grades from first sittings of examinations will be considered for the process of awarding academic merit certificates or honor grades.

2.11.4 Examination Procedure

Professor Written/Computerized Exams:

- Answer sheets must be completed with a black ink.
- A university-assigned proctor or a member of the school's staff administers and collects the examinations at each sitting.
- The teacher, or appointee, will be available at the time of the examination to clarify examination questions. A student may ask up to three clarifying questions via a reservation form. The teacher will only answer the question if they deem it relevant. The length of the examination is specified on the question sheet.

- Copying examination questions is not permitted. If such a breach of university or faculty rules and/or regulations occurs by the student, they will be referred to the Promotions and Professionalism Committee.
- No communication whatsoever is permitted between students during an examination.
- No books, papers, or electronic devices of any kind are allowed into an examination, except with the express permission of the instructor or proctor.
- Students who fail to obey the instructions of an examination proctor or who are caught cheating, are liable to receive disciplinary action and will be required to appear before the school's Promotions and Professionalism Committee for a hearing.
- Violation of the examination rules or dishonest behavior in an examination, or in any other relevant context, will result in cessation of the exam. The student may be required to withdraw from the Medical School.
- Students who do not pass a makeup examination ("moed bet") will fail the course. Since the academic requirements will be incomplete, students may not continue their course of studies without review by the school's Student Promotions and Professionalism Committee at which the student is invited. The Committee will recommend to the School Director one of the following options: terminating studies, repeating a year, a course or clerkship, or a special sitting of the exam. The School Director has sole discretion to apply his decision in direct accordance with the Sagol Medical School for International Health, Faculty and University regulations.

Submitting Reservations and Appealing an examination:

- Only a student who has failed the exam is eligible to view or appeal their exam.
- The School will issue an announcement of the viewing date to the students. A student wishing to view the exam should contact the Examination department within 24 hours after the publication of grades.
- Students can bring writing instruments, the course textbook, or printed course material to the review.
- Electronic devices such as cameras, Recorders of any type, laptops or cell phones are prohibited at viewings.
- For multiple-choice exams, the student will receive the questions that they answered incorrectly and a copy of correct answers for those questions. An appeals form is available at the student's request.
- Students will have a maximum of 45 minutes per viewing.
- Appeals are personal and must be written only when viewing the exam.
- An appeal can be made only once.
- An appeal cannot be debated with the course coordinator.
- The course coordinator's answer is final.
- Further appeals will not be accepted.
- The Examination Assistant will inform students of the decision within 10 days of the appeal.

2.11.5 External Exams

Exams are administered according to BGU Faculty of Health Sciences regulations with no exceptions.

2.11.6 USMLE Steps 1 & 2

- Students are obligated to abide by all ECFMG regulations regarding applications to USMLE examinations:
www.ECFMG.org
- The School is obligated to provide USMLE scores to the US Department of Education.
- Students should take the STEP examination on days when there are no clinical responsibilities. Students will NOT be able to sit an exam that is scheduled during any of the mandatory rotations or courses/exercises in the third year.
- Course coordinators will NOT grant time off from clinical services and unexcused absence will carry consequences. The School receives the dates of the examination along with the scores.
- If a student requires the night off from clinical call prior to taking the exam (on a day when there is no clinical service) they must arrange it with the course director. It is the student's responsibility to make up any missed scheduled on-calls.

2.12 Shuttle and Travel Reimbursement Procedure – Clinical Rotations at Barzilai Medical Center and Assuta Ashdod

- An organized shuttle will depart from Be'er Sheva to Assuta and Barzilai hospitals, provided that **at least three** students wish to use the shuttle consistently.
- Use of the shuttle requires prior registration (a registration link will be sent separately).

Reimbursement for travel expenses will be provided only when no organized shuttle is available, and only under the following conditions:

- Trips originating from Be'er Sheva and returning to Be'er Sheva only.
- Use of public transportation only (bus / shuttle / train).
- No reimbursement will be provided for fuel expenses, private taxis, or travel within the city.
- Students on a night shift are required to stay overnight at the hospital. No reimbursement will be provided for those who choose to return to Be'er Sheva using transportation other than the pre-arranged shuttle bus.
- On Fridays and holidays, no reimbursements will be issued and no shuttle will operate.
- Receipts/invoices must be submitted only at the end of each rotation to Ana Spivakovsky-Schab: anaspiva@bgu.ac.il.

For Rav-Kav users- invoices can be downloaded via the link displayed next to each ride.

When submitting a reimbursement request, an “Account Management Confirmation” (bank account verification) must be attached.

2.13 Occupational Exposure Procedure (Work-Related Accident / Needlestic Injury) During a Clinical Rotation:

In the event of occupational exposure (work-related accident / needlestick injury) during your time in hospital departments as part of clinical rotations, you must act as follows:

Soroka Medical Center:

1. Report the incident to the course/rotation coordinator or supervisor.
2. Obtain a letter from your departmental supervisor describing the incident, including date and time (very important!).
3. Contact the Occupational Health Clinic (Old Hospitalization Building, 2nd floor above the cafeteria, Phone: +972-8-6244684).
4. It is recommended to arrive at the clinic with blood samples and labels from the patient from whom the needlestick injury occurred.
If the incident occurs outside clinic operating hours, the blood samples should be kept refrigerated until the clinic opens.
5. The Occupational Health Clinic staff will open an ER visit file for you without requiring an actual ER visit and will provide a summary letter for this visit.
6. You must update the School regarding the occurrence of the incident (by sending an email to the Student Coordinator – Esther Kriefe, kriefe@bgu.ac.il), attach the supervisor's letter (section 2) and the summary letter from the Occupational Health Clinic (section 5), and indicate which health fund (HMO) you are insured with.
7. The School will report the accident on behalf of the student to the university authorities based on the student's report and the submitted documents.
8. The University will issue a BL/250 form to cover the cost of the ER registration fee.

Barzilai Medical Center:

1. Report the incident to the course/rotation coordinator or supervisor.
2. Obtain a letter from your departmental supervisor describing the incident, including date and time (very important!).
3. Notify Hila Malul so that she can guide the student on how to proceed and handle the case with hospital authorities.
4. You must update the School regarding the occurrence of the incident (by sending an email to the Student Coordinator – Esther Kriefe, kriefe@bgu.ac.il), attach the supervisor's letter (section 2), any other related documents (if received), and indicate which health fund (HMO) you are insured with.
5. The School will report the accident on behalf of the student to the university authorities based on the student's report and the submitted documents.
6. The University will issue a BL/250 form to cover the cost of the ER registration fee.

Assuta Ashdod Medical Center:

1. Report the incident to the course/rotation coordinator or supervisor.
2. Obtain a letter from your departmental supervisor describing the incident, including date and time (very important!).
3. Go to the hospital emergency department, according to the instructions of your supervising physician, for blood tests.

4. You must update the School regarding the occurrence of the incident (by sending an email to the Student Coordinator – Esther Kriefe, kriefe@bgu.ac.il), attach the supervisor's letter (section 2) and the summary letter from the hospital ER / Occupational Health Clinic (section 3), and indicate which health fund (HMO) you are insured with.
5. The School will report the accident on behalf of the student to the university authorities based on the student's report and the submitted documents.
6. The University will issue a BL/250 form to cover the cost of the ER registration fee.

3. Curriculum

1 st Year, 1 st Semester, Academic year 2025-26 (2026-1,2)			
Course Number	Course Name	Course Coordinator	Credits
491 8 1001	Emergency Medicine-1	ד"ר שי קרופבל, מ"ר אלמוג פוארטי	2.50
491 8 1002	Microbiology-1	ד"ר טל ברוש	4.00
491 8 1003	Histology	פרופ' מילר הרשפינקל	3.00
491 8 1004	Biostatistics	ד"ר נגה גבעון ליבא	2.00
491 8 1005	Clinical Biochemistry	פרופ' נאותה בשן	3.00
491 8 1006	Cell Biology	ד"ר תומר קוקס	1.00
491 8 1007	On Being a Doctor - 1	פרופ' דוד גפן	2.00
491 8 1011	Medical Ethics	פרופ' אלן יוטקוביץ	1.00
491 8 1017	Genetics	ד"ר אוחד בירק	2.00
491 8 1022	Immunology	ד"ר דבורה לבמן	3.00
491 8 5050	Artificial Intelligence in Medicine	ד"ר בנציון שמואלי	1.00
491-8-0001	Library	On Line	0.00
900 5 2002	כימית הדרכת בטיחות וביולוגית	On Line	0.00
			24.50
1 st Year, 2 nd Semester, Academic year 2025-26			
Course Number	Course Name	Course Coordinator	Credits
491 8 1000	Physiology	ד"ר גל בן אריה	3.00
491 8 1008	On Being a Doctor- 2	פרופ' דוד גפן	2.00
491 8 1009	Introduction to Global Health	פרופ' עופר ארח	2.50
491 8 1013	Microbiology-2	פרופ' טל ברוש	4.00
491 8 1014	Pharmacology	פרופ' דוד סטפנסקי	4.50
491 8 1016	Pathology	ד"ר ציון שמואלי	2.50
491 8 1023	Introduction to Patient Interview in Hebrew	ד"ר הגר ברמן, ד"ר ניצני יידן	1.00
491 8 1020	Epidemiology	ד"ר נגה גבעון ליבא	3.00
491 8 5000	Migration and health: cross-cultural perspectives	ד"ר אנטיטה נודלמן	1.00
491 8 1012	Endocrinology System	ד"ר אורית יאל	7.25
491 8 1015	Hematology	ד"ר ענת רבינוביץ	5.50
470-1-5000	GCP	On Line	1.00
900 5 5001	Prevention of Sexual Harassment: The Israeli Law and the University Regulations		0.00
			37.25

2nd Year, 1st Semester, Academic year 2025-26 (2026-1,2)

Course Number	Course Name	Course Coordinator	Credits
491 8 2002	Anatomy-Chest and Thorax	פרופ' יורם עצזין	3.75
491 8 2001	Cardiovascular System	ד"ר דיאן-מרק ויינשטיין	10.50
491 8 2004	Respiratory System	ד"ר ענבל גולן-טריפטן	8.00
491 8 2000	Anatomy-Abdomen and Pelvis	ד"ר דניאל אורן פישמן	3.75
491 8 2003	Nephrology System	ד"ר אביטל אנגל-קורמן	4.50
491 8 2006	Communication and Physical Examination Skills - 1	ד"ר הגר ברמי, ד"ר יידן ניצני	1.00
491-8-2005	Practicing Global Health in Specific Contexts -Part A	ד"ר אנטיה נודלמן	1.00
491-8-2010	Introduction to Oncology	פרופ' דוד גפן	2.00
491-8-2011	Gastrointestinal System	ד"ר נעים אבו פריחה	5.00
491-8-5035	Aging Around the world	פרופ' קלרפילד מארק	1.00
			40.50

2nd Year, 2nd Semester, Academic year 2025-26

Course Number	Course Name	Course Coordinator	Credits
491 8 2007	Anatomy- Head and Neck	ד"ר דניאל אורן פישמן	3.75
491-8-2012	Neuroanatomy	ד"ר יובל סופר	3.75
491-8-2013	Neurology	ד"ר יאיר צלטניק	5.00
491-8-2014	Psychiatry	ד"ר אריה ליאון	4.00
491-8-2015	Reproductive System	ד"ר דן תירש	6.50
491 8 2008	Anatomy – Limbs	פרופ' יורם עצזין	3.75
491-8-2016	Communication and Physical Examination Skills –2	ד"ר הגר ברמי, ד"ר יידן ניצני	1.00
491-8-2017	Practicing Global Health in Specific Contexts -Part B	ד"ר אנטיה נודלמן	1.00
			34.00

3 rd Year, Academic year 2025-26 (2026-1,2)			
Course Number	Course Name	Course Coordinator	Credits
491-8-3000	Emergency Medicine-2	ד"ר שי קרופפל', מר עומר ווינברג	3.25
491-8-3005	Internal Medicine Clerkship	סורוקה - ד"ר גניה ברנדשטיין ברזילי - ד"ר רוי ביטון אסותא - ד"ר יופי אדל	13.35
491-8-3010	Obstetrics and Gynecology Clerkship	סורוקה - ד"ר צי תירוש ברזילי - ד"ר אויר הראל אסותא - ד"ר נתען בן שלום תירוש	9.00
491-8-3015	Pediatric Clerkship	סורוקה - ד"ר אורנה סטרץ' חכם, ד"ר דבר גת ברזילי-דר' יגנינה גורביץ אסותא- ד"ר איתן דמאוני	10.50
491-8-3030	Surgery Clerkship	סורוקה - ד"ר איליה פינשטיין ברזילי- ד"ר דיאנה בלוך אסותא - ד"ר שלומי ריימן	9.20
491-8-	Leader Management	ד"ר חגי פרנקל	1.00
491-8-3025	Family Medicine Clerkship	ד"ר אליסה פרידמן	6.10
491-8-3035	Psychiatry Clerkship	מרב"ן- ד"ר דניאלה עמייטל ברזילי- סורוקה -	7.70
491-8-3020	Point of Care-Ultra Sound	ד"ר ליאור פוקס	0.90
491-8-3040	Cardiology Clerkship	סורוקה - פروف' דורון זגר ברזילי - פروف' חיים יוספי אסותא - פروف' אלן לב	1.50
			62.50

4th Year, Academic year 2025-26 (2026-1,2)			
Course Number	Course Name	Total Weeks	Credits
481-8-4001	Elective	4	6.0
481-8-4002	Elective	4	6.0
481-8-4003	Elective	4	6.0
481-8-4004	Sub-internship	4	6.0
		Total 1st Semester	24.00
481-8-4005	Global Health and Medicine Clerkship	8	12.00
מתוך רשותה	Selective	2	3.00
מתוך רשותה	Selective	2	3.00
מתוך רשותה	Selective	2	3.00
481-8-3098	Neurology	2	3.00
481-8-4061	Research Project		0.00
		Total 2nd Semester	24.00
		Total Year Credits	48.00

4. GLOBAL HEALTH AND MEDICINE (GHM) CLERKSHIP

4.1 All students must take part in the global health Clerkship at approved sites only. Individual sites are not allowed as part of the school's Global Health & Medicine network.

4.2 Exemption from formal activities is permissible only with approval of the GHM course Director and the Clerkship supervisor at the host institution.

4.3 Students must abide by the specific rules and regulations of the host institution and be sensitive to the cultural norms at the site (e.g., use of alcohol, immodest dress, mixing of males/females during certain activities etc.).

4.4 Leisure activities and travel after working hours are permitted only as a group.

4.5 If for health reasons, or overriding personal reasons, a student wishes to remain in Israel for the GHM Clerkship, approval must be obtained in advance from the school's

administration. Final authority for this decision rests with the administration and is subject to availability.

4.6 Students who do not complete their GHM Clerkship will not graduate in that year.

4.7 Students who terminate their GHM Clerkship without prior permission will be required to repay all expenses, including, but not limited to, flights, tuition, and accommodation. This will result in failure of the clerkship with all attendant implications.

3.7.1 Special Arrangements for Family Members

Spouses of students taking GHM Clerkships may visit. All arrangements for insurance, accommodation and all other matters relating to the visit will be the sole responsibility of the spouse.

5. SATISFACTORY ACADEMIC PROGRESS (SAP)

Satisfactory Academic Progress is the term used to reasonably measure the successful progress toward a degree.

- “Promotion” means passing a student from one year to the next or graduating.
- “Expulsion” means the termination of a student’s studies.
- Termination of studies may occur in the event that the student does not fulfil the requirements for promotion, graduation or in the event of inappropriate and nonprofessional conduct. This decision will be made by the School Director or his/her surrogate after consultation with the Student Promotions Committee.

5.1 SAP Standards (for medical students)

Student academic progress is measured in three areas:

5.1.1.1 Maximum time frame

- The maximum timeframe for a 4-year MD degree is 6 years.
- A student may only repeat a year of study once during the course of their studies.

5.1.2 Qualitative Standard

- A student must have completed all course requirements and examinations with grades that are consistent with the school's graduation requirements in order to be promoted from one year to the next, prior to the commencement of the following academic year.
- Student progress is evaluated semi-annually by the Year Coordinator, Associate Dean for Academic Affairs and the Associate Dean for Student Affairs. In order to advance a year, students are required to pass all of the year's courses.
- Students who have failed a course will be required to meet with the Associate Dean for Student Affairs and a student who failed a make-up examination ("moed bet") will be brought to the Promotions Committee.
- Students who do not pass the make-up ("moed bet") of an examination fail the course. Since the academic requirements have not been fulfilled, students are asked to attend the Medical School's Student Promotions Committee. The Committee recommends to the School Director one of the following options: terminating studies, repeating a year, a course, or a clerkship. The Director has sole discretion to apply his decision which is bound by the Medical School, Faculty, and University regulations.

- Students who repeat an academic year must fulfil all of the requirements of that specific year unless agreed upon with the Director.
- Students are permitted to repeat an academic year only once during their four years of studies.
- Before making a decision, the school Director will invite the student for a hearing.
- Students may not start third year clinical studies (or take USMLE Step 1) without completing all the requirements of years one and two.
- A student may appeal the decisions of the school Director, in writing, to the Dean of the Faculty of Health Sciences in strict coordination with the Medical School's regulations and guidelines. Such an appeal is arranged by the school administration only, and the student is not to approach the Dean's office alone.

5.1.3 Quantitative Standard

- A student must have passing grades for at least 67% of the cumulative successfully completed courses leading to a degree that ensures completion of the academic credential within the maximum time frame allowed of up to 150%.
- The MD degrees require four years to complete the coursework.
- A student is ineligible when it becomes mathematically impossible for him to complete his program within the 150% framework.

5.2 SAP Evaluation Frequency (for MD students)

- Both qualitative and quantitative progress is evaluated semi-annually by the Year Coordinator, Associate Dean for Academic Affairs, and the Associate Dean for Student Affairs.
- A student who is not maintaining SAP in a given semester will be placed on warning status.
- The SAP decision may be delayed by outstanding grades decisions.

5.3 Other Factors to be Defined

Incomplete

- A course is defined as incomplete if the requirements for the course have not been met.
- A student did not attend the required number of mandatory activities.

Withdrawal

- A student is regarded as 'withdrawn' if the student does not attend mandatory activities as per requirements and does not attend the necessary exams.
- The student will receive a letter once it becomes clear that he/she is no longer attending.

Repetition

- As stated above, a student who has not completed academic requirements or has failed will be required to redo either a semester or a year.

6. Graduation

Graduation means bestowing upon the student the degree of Doctor of Medicine from Ben-Gurion University of the Negev. Graduation is conditional on the following:

- Students complete successfully and on time all academic years of study, course work, and clinical rotations, together with the submission of all evaluations, research and USMLE Step 1+2. Failure to do so will incur an additional 5% tuition fee for each semester if a student has less than 10 credits to complete. If more than 10 credits are needed to complete requirements, students should contact the finance office for exact detailing of the extra tuition to be paid.
Students who do not complete all requirements will receive a “Confirmation of Completion” once all requirements have been satisfied and will formally graduate and receive their diploma the following year.
- Students receive their Diploma of Medicine only after completing all fourth-year requirements.

7. Wellness Support

The Medical School is dedicated to providing support for the well-being of its students including resources to support all aspects of wellness: spiritual, emotional, physical, professional, social, and financial. The Medical School attempts to monitor the general wellness of the student body to inform changes to both student life and academic curricula.

7.1 Physical

Physical wellness involves proper care of your body for optimal health and functioning through balanced eating, activities, and behaviors. The Sagol Medical School for International Health programs and resources can help you feel your best so you can optimally serve patients, the community, and each other. The University Sports Center is available to all the Medical School's students including a wide range of sporting facilities and classes: <http://in.bgu.ac.il/sport/Pages/default.aspx>. Classes include Ikido, Zumba, Core and Pilates. Yoga classes are available near the campus at the Yoga Center of Be'er Sheva: <https://www.yoga-beersheva.co.il/>.

Restaurants and coffee shops are listed in the BGU International information booklet or at the Office for International Academic Affairs, BGU website:

<https://in.bgu.ac.il/en/Global/Pages/General/Eating-Out.aspx>

7.2 Health

Following are links to after-hours medical services in Be'er Sheva:

- Terem (טרם) - <https://www.terem.com/> (English site)
- Briuta – (בריאותתא) – <http://www.briuta-care.co.il/> (Hebrew only site)
- Bikor Rofeh (ביקורופא) - <https://www.bikurofe.co.il/> (Hebrew only site)

7.3 Emotional

Emotional wellness involves awareness, mindfulness, management, and acceptance of one's feelings through periods of change, growth,

stress, and development in order to promote an overall sense of balance and trust that things can be re-balanced when necessary. For students having difficulty managing stress or otherwise maintaining mental well-being, a variety of resources are available to help:

- Emergency psychiatry service – Dr. Matan Greenbom.
- Psychological Services Unit and Professional Guidance and Studies, BGU: Students experiencing emotional difficulties are welcome to contact this service for counseling and therapy. The unit offers a variety of therapies: individual or group therapy, anxiety therapy combining biofeedback, psychiatric counseling and psychological evaluation. In addition, academic and career counseling are also available. The unit also incorporates the Sylvia A. Brodsky walk-in counseling service, which is designed to quickly respond to students who have urgent problems and are in a crisis. Please see: http://in.bgu.ac.il/Dekanat/en/Pages/Psychological_Services.aspx.
- Guide to mental health services in English: <https://gethelpisrael.com/>
- Center for Women's Health Studies and Promotion: Treatment options provided in Isha Be-Shela ("a woman in her own right") include: cognitive behavioral therapy; crisis intervention; interpersonal, family, group, and individual therapies including creative arts, narrative therapy, and long-term integrative therapy, with an emphasis on evidence-based practice. For more information please see: <http://in.bgu.ac.il/en/humsos/womcen/>

7.4 Spiritual

Spiritual wellness means something unique for each person and can be cultivated by exploring one's sense of purpose and greater meaning in life. The pressures of medical and graduate education can result in disruption of your sense of self and purpose.

Jewish faith:

The city of Be'er Sheva has over 200 synagogues that include Orthodox, Conservative and Reform denominations as well as Ashkenazi, Sephardic, Indian, Hungarian, Romanian, Persian, Iraqi, Tunisian, and Ethiopian congregations. You do not have to be a member in order to join a service all you need to do is walk in.

- BGU synagogue: Building 28, 1st floor, Marcus Family Campus BGU. See information about service times, candle lighting and kabalat shabat meal, lessons and questions to the rabbi - <http://bjews.bgu.ac.il/>
- Soroka University Medical Center synagogue: Open every day, including weekends and holidays.
<https://hospitals.clalit.co.il/soroka/he/about/management/pages/admin-religserv-synagogue.aspx>
- Chabad (Orthodox Jewish Community): Chabad is active on campus – please call (08) 623-319
- Egalitarian services: Be'erot and Eshel Avraham Conservative Synagogue: http://www.masorti.org.il/eshelavraham_en/index

Muslim Faith:

There are a number of mosques in the area including the Tel-Sheva Mosque in the Bedouin village of Tel-Sheva, as well as the Segev Shalom Mosque in the village of Segev Shalom.

- Prayer Room: Between buildings 65-66 Soroka University Medical Center
- Prayer Room: Building 70, Student House, floor -1, BGU campus
- Unit for Integration of Arab Students at BGU: Coordinator – Hava Santo – email: kishner@bgu.ac.il. For further information see: <http://in.bgu.ac.il/Dekanat/en/Pages/staff.aspx>

Christian Faith:

A welcoming international Christian community is present in Be'er Sheva. Christian services, both Catholic and Protestant, are held as informal gatherings on Saturdays and Sundays.

- A Christian Student Bible Study is meeting regularly on Tuesday evenings (in English). For more information contact: b7studentgroup@gmail.com
- Streams in the Desert (Nachalat Yeshua): Evangelical services are held every Friday at 17:30 during the summer (May to October) and every Saturday at 10:30 during the winter (November to April) in the Old City, HaAvot 15: <https://www.streamsinthenegev.com/nachalat-yeshua2/>.
- Be'er Sheva Catholic Church, Derech HaShalom 51, Be'er Sheva.

7.5 Professional

- Professional wellness is characterized by fulfillment from one's chosen career field, through engaging experiences and learning opportunities while maintaining balance of personal priorities.

Professional guidance for our students:

Associate Director for Academic Affairs	Prof. Ben Taragin
Associate Director for Clinical Affairs	Prof. Adi Leiba
Associate Director for Pre-Clinical Affairs	Dr. Benzion Samueli
Associate Director for Student Affairs	Dr. Elissa Freedman
Preclinical Academic Advisor	Dr. Lone Avnon

Students who are struggling with their studies for an unknown reason and students who have previously been diagnosed as having learning disabilities are welcome to contact the Learning Disabilities Board at BGU to receive assistance and academic counseling. For further information please see:

<http://in.bgu.ac.il/Dekanat/en/Pages/Learning-Disabilities.aspx>

7.6 Social

Social wellness is the ability to connect and communicate with others through positive and supportive relationships in various aspects of life. The Medical School hopes to nurture an engaged community of students who support each other through the shared experience of their graduate education.

Resources include:

- The School's Student Council
- The Office of International Academic Affairs –BGU International:
<http://in.bgu.ac.il/en/Global/Pages/default.aspx>
- ASRN – BGU Medical Students Organization:
<http://asran.bgu.co.il/>
- BGU Student Association: <https://bgu4u.co.il/en/>

- Hillel at Ben-Gurion University: Hillel Israel is an organization that aims to strengthen the Jewish identity of Israeli students and deepen their sense of belonging to the Jewish people by exposing them and deepening their familiarity with the wide range of Jewish communities and identities that exist in the world today. For information on programs, events and contacts please see: <http://en.hillelisrael.org/BGU/home>

7.7 Financial

Financial wellness is the ability to manage your resources in a way that minimizes stress or uncertainty about the future. Students can apply for scholarships at the Dean of Students at Ben-Gurion University and follow the messages sent out from the School.

8. EMERGENCY MANAGEMENT AND SECURITY

Emergency preparedness is a basic survival skill. Staying informed and preparing mentally will increase confidence and ability to handle an emergency.

- Download BGU app;
- National security information in English:
http://in.bgu.ac.il/en/security/Pages/Security_Guidelines.aspx
- Contact the school's staff. Students are encouraged to contact the Student Affairs Coordinators in cases of uncertainty/difficulty or any other staff member. All contact details are on pages 3-5 of this document.

- “The Orange Line” Emergency Hotline is used for reporting urgent safety/security/health emergency situations for faculty and students only. The hotline is open 24/7/365, 08-6461555/08-6461888 (on campus 1555); Save this security number as a contact and pay immediate attention to all notifications; Behavior and safety rules at BGU in English:

http://in.bgu.ac.il/en/security/pages/security_guidelines.aspx

9. PREVENTION OF SEXUAL HARASSMENT

The Prevention of Sexual Harassment Regulations can be found at the BGU English site under the student tab or by following this link: <http://in.bgu.ac.il/osh/HumanresocharP/05-059-en.pdf> For contact information see page 59.

All entering students enrolled at BGU and new staff are required to take an online course entitled: Prevention of sexual harassment: The Israeli Law and the University Regulations.

10. ACADEMIC PUBLICATIONS

The Four-Year Medical School greatly values whenever our students write articles and publish in the medical literature. To this end we will give as much academic support as possible and sometimes under specific circumstance, financial aid. For any publication in

the literature submitted by a student please pay close attention to the following guidelines:

- A student must have a faculty advisor who will sign a manuscript for submission. This does not usually mean co-authorship though there may be times that this is relevant. Faculty are not allowed to demand such a condition for supervising a student paper.
- The above notwithstanding, if the faculty member is not a coauthor, it is appropriate for the student author to acknowledge the help of the faculty member in writing as follows: "I would like to acknowledge with gratitude the academic help I received from Dr. X in the preparation of this manuscript." Please note that you must receive written permission from the faculty member to have their name acknowledged.
- When the manuscript is submitted, please ensure that under "affiliations", the following appears: "From the Four-Year Medical School, Faculty of Health Sciences, Ben-Gurion University of the Negev, Be'er Sheva, 84105, Israel"
- If human subjects are to be examined in the study, it is essential to apply to the Soroka Institutional Review Board (IRB-Helsinki Committee) for an authorization or to the Faculty of Health Science's ethics committee for other guides of research. Your faculty advisor can help you with this process.
- Although the above guidelines refer to academic publications, should you publish in a newspaper/blog etc., please do so in the spirit of these guidelines.

11. ACADEMIC MEETINGS

The school may allow time off studies and sometimes offer financial support to students who participate in AMSA events and CUGH meetings [<http://www.cugh.org>] or at other relevant scientific forums. Only students who received an academic assessment and letter of good standing from the Associate Director for Student Affairs will be eligible to attend any of these meetings or even parts thereof.

Students who have had a paper, poster or oral presentation accepted at a scientific meeting can apply to the school for a grant of up to \$400 if the field is in Global Health and up to \$250 for all other types of scientific meetings. Students must present a letter of acceptance from the organization.

Application process:

1. Provide a letter of good standing from the Associate Director for Student Affairs. This letter will be based on a number of factors including the timing of the student's absence, what studies will be missed, and the student's academic standing. Only after the above authorization is received may the student go to steps 2.-8. below.
2. Fill out the Overseas Travel Application Form that is available from the school's Financial Aid Assistant.
3. Provide a copy of the event from the relevant internet site that includes topic, dates and location;
4. Provide a letter of proof of acceptance from the event organizers;

5. Fill out the Expense Report for Overseas Travelers on your return that is available from the school's Financial Aid Assistant.
6. Provide all original receipts up to \$250/\$400.
7. Submit all the above documents to the school's Financial Aid Assistant.
8. Failure to strictly follow any of these steps will jeopardize our ability to allow a student time off and to reimburse him/her for legitimate expenses.
9. It is the student's responsibility to contact the relevant course or rotation coordinator to notify them of the student's approved absence as well as to arrange makeup time/project if necessary. Any switches in prearranged schedules should also be coordinated through the Schedule Coordinator.



12. MEDICAL SCHOOL ENQUIRIES POLICY

12.1 Academic Enquiries:

Teacher/Course Coordinator



Associate Director for Academic Affairs

Prof. B. Taragin



Director Prof. Alan Jotkowitz

12.2 Administrative enquiries:

School and Directors Assistant Ms. Miri Shamovich

Tuition/Loans/Budget

Financial Aid Administrator	Mr. Roi Hill-Cohen
Financial Aid Assistant	Ms. Ana Spivakovsky Schab

Timetable Coordinator/Moodle Ms. Sharon Dagan

Student Affairs

Associate Director	Dr. Elissa Freedman
Student Affairs Coordinator	Ms. Esther Krief

Examinations Unit

Assistant	Ms. Ilana Shub
Assistant	Mr. Roi Hill-Cohen

Global Health Unit

Clerkship Coordinator
Assistant

Dr. Noa Liel
Ms. Ana Spivakovsky Schab

Electives

Advisor
Coordinator

Prof. Ben Taragin
Mr. Roi Hill-Cohen

Administrative Director

Ms. Leaura Navi

Director

Prof. Alan Jotkowitz

13 IMPORTANT PHONE NUMBERS

Four Year Medical School	Office: Miri Shamovich	08-647-9909
	Administrative Director: Leaura Navi	08-647-9908
	Student Affairs Coordinator: Esther Kriefe	08-647-9852
BGU	BGU Security	08-646-1555 08-646-1888
	BGU Computer Services	08-647-7171
	BGU Maintenance On call	08-6461666 052-8795766
	Emergency psychiatry consultation: Dr. Matan Greenbom	052-4353414
Health/ Well-Being	Dean of Students	08-6472342
	Clalit Clinic - BGU	08-628-3777
	Maccabi Clinic - BGU	08-626-1457
	ERAN- Emotional First Aid	1201

	Sexual Harassment: Committee-BGU Ms. Limor Azriel Prof. Halleli Pinson	08-6461851 052-5793096 08-6461836
	Sports Center - BGU	08-646-1686
Emergency	Police	100
	Ambulance	101
	Fire Department	102
Public Transport	Egged	*2800
	Metropoline	*5900
	Israel Railways	*5770
	Taxi	072-2599639 08-6433333