

<b>Policy Title:</b> Pre-Clerkship Student Contact Hours	
<b>Accountable Dean or Director:</b> Senior Associate Dean for Curricular Affairs	
<b>Approved By:</b> Executive Oversight Committee	
<b>Approved Date:</b> 6/2/2023	

**RELEVANT LCME STANDARDS:**

8.8 Monitoring Student Time

**POLICY:**

The Icahn School of Medicine at Mount Sinai determines the total required instructional time in Year 1 and Year 2 to ensure that the volume of material is appropriate and to allow medical students sufficient time for independent study.

- The maximum time of scheduled learning activities (e.g., live, synchronous, recorded/asynchronous) is 27 hours per week, averaged over the course.
- Assigned activities (e.g., required preparation, such as viewing audio/video recordings, reading assignments) are limited to a maximum of 40 hours per week, averaged over the course (estimating 1.5 hours of assigned activity per 1 hour of scheduled learning activity, averaged over the week).

**PROCEDURE**

- The number of scheduled learning activities and assigned activities are monitored by the Office of Curricular Affairs.
- This policy is disseminated to Course Directors on an annual basis and during each course's yearly preparatory meeting.
- This policy is also provided to students prior to the start of each academic year.
- Anonymous course evaluations include items to assess students' perceptions of workload in each course. Course evaluation data regarding workload are collected at the end of each course by the Office of Assessment and Evaluation, with a yearly report of this data submitted to the Executive Oversight Committee (EOC).