

 DALHOUSIE UNIVERSITY FACULTY OF MEDICINE GUIDELINE: Student-Led Edits to Pre-Clerkship Curriculum	Responsible unit: Undergraduate Medical Education Office	Established: May 22, 2025 Last revised:
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A. Background & Purpose

The Faculty of Medicine acknowledges the valuable contribution that medical students can make to the curriculum. This document provides guidelines for undergraduate medical students to request edits to the pre-clerkship (first and second year) undergraduate medical curriculum.

B. Application

Edits to the curriculum may be suggested by medical students by way of special interest group, Service Learning project, Research in Medicine (RIM) project, medical education elective, etc. These guidelines are not meant to include students who are already working directly with leadership (e.g. unit/component heads) to enact specific curricular change; these guidelines are an additional pathway for students and can be used as a way to communicate suggested edits more broadly across the curriculum.

Ideally, students have completed the component of the curriculum for which they are suggesting changes; however, students with subject matter expertise and/or lived experience may contribute to components of the curriculum which they have not yet experienced.

C. Guideline

The purpose of this guideline is to outline the recommended steps for student-led curriculum changes across the pre-clerkship curriculum.

D. Procedures

1. Students must identify **specific curricular sessions** (e.g. labs, lectures, tutorials, case practice sessions, etc.) where changes could be implemented. This includes:
 - a) Mapping suggested changes to the existing curriculum **learning objectives** or suggesting new objectives.
 - b) Suggesting **specific edits** to the content. If suggesting additional questions to tutorials, tutor notes should be added. Consideration should also be given whether additional readings/resources should be added for students to support the new content. (Note: Students may only gain access to student guides (not tutor guides) when suggesting edits.)

2. Student(s) present rationale for and specific suggestions to the Pre-Clerkship Committee for review. Students are encouraged to contact the Assistant Deans, Pre-clerkship and/or the Medical Education Working Group **prior** to presenting at the Pre-clerkship Committee to obtain advice and feedback on their submission.
3. If endorsed by the Pre-Clerkship Committee, student(s) work with leadership to propose the edits to the faculty lead (e.g. Unit Head, Component Head, Longitudinal Theme Lead, etc.) who would ultimately decide to accept/reject the edits. Note: content changes only need to be approved at the Undergraduate Medical Education Curriculum Committee (UMECC) if they affect the syllabus (e.g. learning objectives).

E. Other

Accepted edits will credit students' contributions (e.g. students would be added as a "Case Contributor" for tutorial cases).