

**Request for Hardship Scheduling Exception
College of Medicine**

Class size at the UTHSC Memphis necessitates that all M3 students will be required to schedule at least one clerkship in either Knoxville, Chattanooga, or Nashville on their initial clerkship schedule. Additionally, space is limited for M4 students in Geriatrics/Palliative (MED-40000) and Capstone (IDE-40000) in Memphis. Students with special circumstances may apply to be exempt from the M3 requirement, or if an M4, get priority scheduling of MED-40000 and IDE-40000.

Hardship exceptions – Requests for exemption will be reviewed by an Exemption Committee. Committee decisions will be final. Students may request exemption for the reasons below.

Please check the exemption for which you are applying.

- Parent of a child under 18 years of age at the time of the lottery. (Copy of child’s birth certificate required)
- Student has a chronic illness that requires treatment from a local physician. (Letter from personal physician required)
- Student is a direct caregiver for family member with chronic illness. (Letter from physician required)
- Student who has a spouse. (Copy of marriage license required)
- Student who has an emotional support animal. (Letter from physician/provider required)

Requests for hardship exceptions for students expecting to begin clerkships within the next academic year, must be submitted no later than the last day of the current years fall term.

*See the current years academic calendar for fall term end date information.

https://www.uthsc.edu/registrar/academic_calendar.php

Student Name (Please Print)

Year of Expected Graduation

Signature

Date

Attach required documentation and submit to Jenn Wilson: jmcadoo3@uthsc.edu

FOR COMPLETION BY THE OFFICE OF MEDICAL EDUCATION

Received by Signature

Date Received

Exception Committee Representative (If approved)

Date Approved

*Exception Committee decisions will be communicated to the student via UTHSC email.