



**QUILLEN**  
**COLLEGE of MEDICINE**  
EAST TENNESSEE STATE UNIVERSITY

Policy Name: **Quillen College of Medicine Graduation Hooding Policy**

Policy Replaces a Previous Policy [Yes/No] (*this includes change in policy name*): **Yes**  
If so, list name of previous policy (*include policy number if different*): **Honors Convocation Hooding Policy (no policy number issued)**

Policy Number: **ADMIN-1221-22**

Originator Name and/or Committee (*if a committee, include name of chair*): **Deidre Pierce, MD / Associate Dean for Student Affairs**

Committees, Departments, or Individuals Responsible for Implementation: **Office of Student Affairs**

Original Approval Date and Who Approved by: **11/30/2021 / Deidre Pierce, MD**

Revision Date(s) (*include a brief description*) and Who Approved by:

Effective Date(s): **11/30/2021**

Revision(s) (*briefly describe*) by Administrative Staff and Date (*these revisions do not require voting/approval by a committee and/or individual*):

Exemption(s) to Policy (*date, by what committee or individual, and brief description*): **Note: Exemption stated in the below policy is part of the original policy.**

LCME Required Policy [Yes/No]: **No**

LCME Element(s) Affiliated with Policy (*include Element number/name/statement*):

***All policies will be reviewed every three years unless an earlier review is identified.***

**(A.) Policy Statement:**

Placing the academic hood on candidates for the doctoral degree is an indication of academic accomplishment and according to academic customs and tradition is only to be performed by another person who has received a doctoral degree.

**(B.) Purpose of Policy:**

To establish criteria for hooding Quillen College of Medicine (QCOM) graduating medical students.

**(C.) Scope of Policy (*applies to*):**

Applies to fourth-year medical students.

**Policy Name: QCOM Graduation Hooding Policy**

**(D.) Policy Activities:**

The ceremonial act is performed at the annual Graduation Ceremony at QCOM. Hooding will be performed by QCOM faculty members chosen by vote of the graduating class.

Exceptions:

Graduating students who have an immediate family member who has earned a doctor of medicine degree may invite that family member (dressed in appropriate academic regalia) to perform their hooding. Immediate family members are defined as: spouse, parent (may include parents-in-law), sibling, child, aunt, uncle, or grandparent. In the case of husband and wife graduating together, the two graduates may not hood one another as they have not yet received the doctoral degree. Graduates with a parent on the full-time faculty of QCOM with other doctoral degrees may be hooded by the parent.

	<b>Policy Review and/or Revision Completed By (if applicable)</b>	<b>Date Policy Reviewed and Approved (if applies to that department, committee, or group)</b>
	University Compliance	
X	COM Policy Advisory Committee	3/17/2022
	Office of the Dean	
X	Academic Affairs ( <i>this includes the four-year reviews by administrative staff</i> )	3/17/2022
X	Student Affairs	11/30/2021
	Medical Student Education Committee	
	Student Promotions Committee	
	Faculty Advisory Council	
	Administrative Council	
	M1/M2 Course Directors	
	M3/M4 Clerkship/Course Directors	
	Student Groups/Organizations ( <i>describe</i> ):	
	Other ( <i>describe</i> ):	

<b>Notifications of New or Revised Policy (if applicable)</b>	<b>Date and Method of Notifications</b>
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**Policy Name: QCOM Graduation Hooding Policy**

	Medical Students	
	Administrative Council	
	Faculty Advisory Council	
	All QCOM Faculty	
	All QCOM Staff	
	Admissions Office for Catalog	