Long School of Medicine
The University of Texas at San Antonio®

Undergraduate Medical Education (UME) Policy

Title: Enrichment Electives			
Origination Date: 06/21/2018	*Revision history:08/20/2026; 07/21/2022*	*Last amended/reaffirmed: 08/20/2026*	*Review frequency: 4 years*

Purpose:	To ensure consistency in the requirements and monitoring of enrichment electives offered at the Long School of Medicine.
Definitions:	**Enrichment electives** – optional elective courses, offered in addition to the required curriculum, that earn no formal credit (0-credit course). **Academic Year** – typically refers to the period of a year, usually starting July 1st and concluding June 30th of the following year. There may be slight variations based on student's year (1-4) in the Doctor of Medicine (MD) degree program.
Policy:	• A completed enrichment elective course will be listed on a student's transcript. No credit hours will be earned for completing the course. • An enrichment elective may be taken at any time during medical school. • Enrichment elective course sessions may not occur during educational sessions delivering the primary medical school curriculum. • All enrichment electives must start and conclude within one academic year. • The LSOM Curriculum Committee is responsible for reviewing enrichment electives, including enrollment and course performance, on a regular basis. • Course directors of enrichment electives must ensure that students in the course have the opportunity to complete a course evaluation.
Process:	**Enrichment Elective Requirements** 1. The course director must submit proposals for new enrichment electives into the Office of the University Registrar's course information management system and follow submission guidelines for all proposed new courses. 2. Every enrichment elective must have at least one course director. The course director must be a UT Health San Antonio faculty member. The course director is responsible for development of course goals and objectives that map to the school of medicine competencies and objectives, content delivery, learning methodology, and course completion requirements. The course director must have what is deemed by the Long School of Medicine (LSOM) Curriculum Committee to have relevant content expertise. 3. Enrichment elective courses must estimate at least twenty (20) hours, which may include direct instruction or independent study. 4. The course must have a syllabus that includes session names and content, dates/time/locations of sessions, the faculty delivering content, and the requirements for achieving credit. 5. Change in course objectives and/or leadership must be communicated to and approved by the LSOM Curriculum Committee. 6. Inclusion of the course on the student's transcript requires successful completion of all course requirements. **Enrichment Elective Monitoring**

	1. Annually, the Curriculum Committee will request a list of enrichment electives that had no enrollment for two consecutive years from the Office of the University Registrar. The Design and Integration (D&I) Subcommittee will review this list and make appropriate recommendations to the Curriculum Committee which may include deactivating the course. 2. Enrichment electives will be required to report evaluation methods and results to the Curriculum Committee at the committee's request. 3. The Curriculum Committee's Evaluation Subcommittee will conduct an evaluation of each enrichment elective every two years and report findings to the Curriculum Committee.

Approval Body: Long School of Medicine Curriculum Committee

CERTIFIED BY:

Elizabeth Hanson
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Date: 2026.08.20 17:07:00 -05'00'

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Curriculum Committee Chair ***Date***

Name: Elizabeth Hanson, MD
Title: Professor, Pediatrics

ACCEPTED AND AGREED TO:

Deborah Conway
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Responsible Officer ***Date***

Name: Deborah Conway, MD
Title: Vice Dean for Undergraduate Medical Education

Robert Hromas
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Responsible Executive ***Date***

Name: Robert Hromas, MD, FACP
Title: Dean, Long School of Medicine

Related regulations, policies, and accreditation standards:

- *LCME Element 6.5 Elective Opportunities*
- *LCME Element 8.3 Curricular Design, Review, Revision/Content Monitoring*
- *Curriculum Committee Handbook*