LCME CONSENSUS STATEMENT ON

SATISFACTORY PERFORMANCE IN ELEMENT 10.2:

ACCEPTANCE FROM THE WAITLIST/ALTERNATE LIST

*[Approved by the LCME® on October 19, 2016]*

The key expectations in satisfying the requirements of Element 10.2 (*final authority of the admission committee*) are the following: 1) the admission committee maintains final responsibility for accepting medical students; 2) there is formal documentation establishing the committee’s structure, function, and authority; 3) faculty members constitute the majority of voting members; and 4) the selection of students for admission is not influenced by political or financial factors.

The following summarizes methods for managing acceptance from the waitlist/alternate list that medical schools may use which conform to the requirements of Element 10.2.

* The waitlist/alternate list is created by the Admission Committee according to school policy and procedure. The Admission Committee formally approves all applicants for the waitlist/alternate list as acceptable for admission.
* Ranking of individuals on the waitlist/alternate list is not required by the LCME:
* If the waitlist/alternate list is ranked:  
  This ranking is performed by the Admissions Committee. An individual can be admitted from a ranked waitlist/alternate list by one or a combination of the Admission Committee chair/associate dean for admissions/subgroup of the Admission Committee only based on his/her rank order number. The individual or subgroup has been formally delegated this authority by the Admission Committee. A vote by the Admission Committee on the individuals accepted from a ranked waitlist/alternate list is not required.
* If the waitlist/alternate list is not ranked:

Individuals can be moved from the waitlist/alternate list to the accepted list based on criteria previously approved by the Admission Committee (e.g., to create balance in a class to support one or more of the missions of the school). The acceptance of applicants from the waitlist/alternate list could be done in a number of ways, for example:

* By a vote of the full Admission Committee in person,
* By an email ballot of the full Admission Committee, or
* By a subgroup of the Admission Committee with formal delegated authority from the Admission Committee.
* When a final class is assembled, in any of the above cases the Admission Committee should receive a report, including how many waitlist/alternate list individuals were admitted and on what general bases the admission decisions were made (e.g., rank order, contribution to school missions).