

**OFFICE OF  
EDUCATIONAL OUTREACH  
AND  
PARTNERSHIPS**

ADMINISTRATIVE FACULTY

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# Supplemental Instruction Program

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School of Medicine  
Medical College of Georgia  
Augusta, Georgia

## THE PROGRAM

The Supplemental Instruction Program (SIP) is a free academic support service provided for students enrolled at the Medical College of Georgia to facilitate adjustment to the rigorous demands of their professional programs. The two primary goals of the program are:

- To help students attain the minimum mastery level needed to pass a course;
- To assist students toward completion of and graduation from their specific MCG program of study.

Students receiving SIP assistance must comply with the following expectations to remain eligible: 1) attend class; 2) attend scheduled sessions; 3) complete homework assignments given by SIP Leaders; 4) bring at least three to five questions to each session; 5) stay in assigned groups; 6) assume responsibility for contacting the SIP Leader once assigned; 7) sign attendance rosters at each session; and 8) notify the SIP Leader if there is an emergency preventing him/her from attending a session.

## SIP LEADERS

SIP Leaders are outstanding upper-level students endorsed by the Course Director of their respective subject. All have demonstrated mastery of content in their particular subject area and are perceived to possess good human relations skills. SIP Leaders are monitored by the Program Directors and must participate in an orientation prior to being approved for employment. SIP Leaders are compensated on an hourly basis as determined by student contact hours. SIP Leaders are not compensated for preparation time.

## THE SIP PROCEDURE

Students are typically referred for SIP assistance by the Course Director. While an individual student can request assistance, the student must be experiencing academic difficulty or borderline (usually with a grade of 74 or below or as determined by the grading guidelines in a particular course) before supplemental instruction is approved. If supplemental instruction is no longer needed or a problem exits with the SIP process, a student can be removed from the SIP or re-assigned to a new SIP Leader by the Program Director.

In special cases, such as personal illness, family illness/death, a learning disability, etc., students may be referred for help by Course Directors, Administrators or Faculty Advisors. Students may also request SIP assistance themselves. The status of a SIP service recipient is routinely reviewed and updated after examinations to reassess the need for support.

## SIP SESSIONS

Sessions are usually provided in small groups of no more than 5 students. If enough qualified SIP Leaders are available, select students with exceptional needs may also be offered individual assistance. For most courses, sessions average three to four hours a week, however, more time may be allowed if academic needs exist and if the additional time has been approved by the Program Director. Sessions are scheduled to be mutually convenient for both the SIP Leader and assigned students.

## SIP STUDY GROUPS

The main goal of SIP Study Groups is to build on the social and academic peer support system for underrepresented minority and other non-traditional students that begins with their participation in the Summer SEEP Prematriculation Program. A student does not need to be in academic difficulty to be eligible to participate in an SIP Study Group as this is a major benefit of participation in the SEEP Prematriculation Program. In addition to providing a supportive atmosphere for participants, SIP Study Groups have been proven to enhance academic performance at all levels, which often prepares some students to serve as future SIP Leaders.

### For Medical, Dental, or Graduate Studies

**SIP Assistance – Contact:**

**(706) 721-2522**

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### For Allied Health and Nursing

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