1. How do you define contact hours?
   • These are the required hours within a laboratory course. These should be interpreted as literal hours of experiential learning over the course of the degree program. This is across all the STEM courses that are required for the program.
2. How is the exam administered in terms of logistics? Do the students do this individually?
   • No, students do not do this individually. The faculty contact must contact the ASBMB and register students for the exam. The faculty member administers the exam. The faculty member would also help with logistical questions of which school year the student should take the exam and making sure the student only takes the exam once.

1. Are site visits performed as part of the accreditation process?
   • No, not at this time
2. Is there a list of minimum requirements for the library resources in support of the BMB program?
   • Not at this time.
3. Please clarify what the 400 hours of experiential learning is and what is included.
   • The 400 hours of experiential learning refers to hands-on learning and participation, especially labs associated with specific courses. Where courses include both labs and lectures, only the laboratory component contributes.
   • This is not credit hours, it is participation hours.
   • The 400 hours includes all STEM labs, not just BMB.
   • While research experiences such as independent research projects, co-op internships (provided they are research intensive), or an undergraduate thesis project can contribute to the 400 hours, in order to be included in the 400 hours of experimental learning the research must be undertaken by all students in the program. In other words, it must be “hard-wired” into the required curriculum. Elective extracurricular research cannot be included in the 400 hours if only a portion of your majors participate.
4. For new programs, how many graduates are needed to establish a track record? Is there a certain number of semesters/years required before application?
   • There is no set number of graduates, it depends on the size of the department.
• There is no minimum number of years, but for full accreditation we would anticipate having graduation data for at least 4-5 years. Strong programs without graduation data are eligible for provisional accreditation.

5. With respect to the requirement for separate information for each track, would a B.A. and B.S. in BMB that share a large majority of requirements have to be treated separately, or could the majority be handled together with the differences enumerated separately?
   • Separate information does not need to be provided where the two tracks overlap. However, it is important to include information when the tracks diverge to cover all aspects and requirements.

6. Is summer research (e.g. NSF REU) experience counted toward the 400 hours even if there is no coursework?
   • Summer research can be included to demonstrate students’ access to research.
   • However, for summer research to apply towards the 400 contact hours the summer research has to be required of all students, not just available as an elective option. This would exclude most summer research projects, which are undertaken by individual students on an elective basis.

7. What documentation is needed for undergraduate research?
   • Data on percentage of students involved in undergraduate research and which faculty members are supervising them.
   • Applicants from smaller programs have included titles of research projects. This can be helpful in demonstrating the biochemical focus of programs run by chemistry departments.

8. About 150 students took the certification exam, but 46 graduated with this certification? Does this mean that 66% failed the exam?
   • The exam has only been run once. In 2014 156 students sat the exam. 46 were assessed as being ‘proficient’ or ‘highly proficient’. The remainder were ‘not yet proficient’. We have recently posted sample questions on the accreditation website to help students prepare in a more informed manner.

9. What qualifies a faculty member to be affiliated with the program? (Teaching, mentoring undergrads for research, etc.)
   • All of these qualify a faculty member to be affiliated with the program. The primary faculty need to be listed in the application. Faculty associated only with research within the department should be listed as affiliated faculty. The definition of primary and affiliated faculty will vary between institutions and programs.

10. Is there a way to have an application pre-reviewed?
    • No, not at this time.

11. Is the examination available only to accredited programs, or can it be used diagnostically by programs not yet accredited?
    • Yes, the exam is only for schools that have been accredited.
12. We have had very mixed experience with the Biochemistry/Molecular Biology GRE examination. We don't recommend students take it, since there is such a diversity of what is covered at different schools. Do you see this as a potential problem?
   - This certification exam is developed by BMB faculty from multiple schools and has been designed to achieve good coverage of topics.

13. Can students retake the exam?
   - No - this may influence the decision about whether students should take the exam as juniors or seniors.

14. Is a minimum pass rate needed for the exam in order for the accredited BMB program to maintain accreditation?
   - ASBMB intends for the assessment examination to serve as a tool that informs program development. Therefore, student performance on exams does not affect institutional accreditation. However, when schools reapply for accreditation, it certainly can be noted that students have taken advantage of such a resource for assessment.

15. Is there a plan to offer the exam for discount/free to student ASBMB members (UAN / student chapters)?
   - No.

16. Will ASBMB track graduates from accredited programs to determine if the accreditation conveys an employment benefit/grad admission benefit?
   - No, not at this time.