



#### **TITLE OF POLICY**

Medical Student Transfer Policy

#### **PURPOSE AND SCOPE**

The purpose of this policy is to establish the criteria to accept transfer students.

#### **RESPONSIBLE PARTY AND REVIEW CYCLE**

The Office of Admissions will review the policy on an as-needed basis, and the Education Committee will approve it.

#### **LCME REFERENCE(S)**

LCME 10.7

#### **HISTORY OF APPROVALS AND UPDATES**

Approved by Education Committee May 2016

Approved by Education Committee February 2019

#### **DEFINITION(S):**

##### **Policy Guidance on Definition of Spouse and Partner Status**

The definition of "domestic partner" will be the same as defined in the Faculty Serious Illness and Parental Leave policy which is: "... two individuals (regardless of gender) who have reached the age of majority, who live together in the same residence in a long-term relationship of indefinite duration with an exclusive mutual commitment, who are not married or related to the other by blood or marriage, and who are responsible for each other's welfare and share financial obligations, as evidenced by three of the following types of documentation which should be provided upon request: (a) joint mortgage or lease; (b) designation of domestic partner as beneficiary for life insurance; (c) designation in will of domestic partner as primary beneficiary upon death; (d) domestic partnership agreement; (e) powers of attorney for property and health care; and (f) joint ownership of a motor vehicle, joint checking account, or joint credit account."

Individuals who are engaged to be married but not legally married and do not satisfy the requirements of "domestic partner" are not eligible for consideration under this program.

<http://hr.unc.edu/EPA/faculty/leave/facserillness#relatedsubjects>, see note 2)



## **POLICY**

Requests will only be considered for transfer into the first clinical year. The University of North Carolina accepts three transfers each year from the UNC School of Dentistry Oral and Maxillofacial Surgery Residency Program. Otherwise, those to be **CONSIDERED** for transfer into the University of North Carolina School Of Medicine students must meet all of the following criteria:

1. Must be married to, or be the domestic partner of:
  - a. A medical or graduate student **IN** the UNC School of Medicine, or
  - b. A member of the UNC house staff employed by UNC Hospitals, or
  - c. A UNC faculty member **IN** the UNC School of Medicine
2. Must be transferring from an LCME-accredited school;
3. Must have the written approval of the Dean of the transferring institution; and
4. Must be on track to successfully complete all preclinical course work and have registered for Step 1 of the USMLE licensing exam; and
5. Must have premedical and medical school credentials comparable to those of students in the class they will join.

Students who believe they meet the above criteria should submit a letter to the Associate Dean for Admissions stating the reason for the requested transfer no later than October 1 prior to the academic year of anticipated enrollment.

To be **ACCEPTED** for transfer into the first clinical year at UNC SOM students must have successfully applied as above and subsequently:

1. Must have successfully completed all preclinical coursework and
2. Must have passed Step 1 of the USMLE licensing examination, except UNC School of Dentistry Oral and Maxillofacial Surgery Residency Program transfer students who take Step 1 after Application Phase.

Any student requesting to transfer into the last clinical year will be considered only for individual electives as a Visiting Student.

In most years, there are few positions available. If there are more acceptable candidates than slots available, selection will be based on the strength of the application. The decision on a transfer application is at the discretion of the Committee on Transfer Admissions.

## **PROCEDURE(S):**

NA



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