### Policy Statement
Requests for transfer to the College of Medicine & Life Sciences from another medical school will be considered on a case-by-case basis. Transfers will be limited to students who demonstrate compelling personal circumstances, good academic performance, and space availability in the program.

### Purpose of Policy
To establish guidelines for individuals currently enrolled in a medical school who wish to transfer to The University of Toledo College of Medicine & Life Sciences.

### Scope
This policy applies to medical students requesting transfer to the M.D. program in the College of Medicine and Life Sciences.

### Procedure
Transfer will be considered for applicants who have completed pre-clinical (Foundational science) curriculum of an LCME accredited allopathic medical school curriculum with status of “good academic standing” and who have a record free of negative professionalism reports and other conduct violations. Only applicants who have posted a passing score on Step 1 of the United States Medical Licensing Examination (USMLE) and fulfilled all other associated requirements will be considered for transfer.

Applications for transfer will not be considered for applicants who already hold an MD degree (or its non-US equivalent) or who are students or degree holders of other health professions (e.g., pharmacy, dentistry, physician assistant). In both cases, such individuals should apply as a regular MD program applicant.
To be considered for transfer, applicants must submit the following items:

- The University of Toledo Medical School Admission Secondary Application (application fee will be waived).
- Comparable academic credential to The University of Toledo College of Medicine medical school curriculum.
- Three (3) letters of recommendation including an evaluation from the Dean/Associate Dean for Student Affairs.
- United States Medical Licensing Examination (USMLE) Step 1 score report.
- Official transcript from previous colleges/universities.
- Official transcript from current medical school.
- An interview will be extended to those applicants being considered.

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Approved by:

Christopher Cooper, M.D.

VP for Clinical Affairs and Dean,
 College of Medicine & Life Sciences

Date
Jan 16, 2018

Review/Revision Completed by:
Associate Dean for Admissions

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Policies Superseded by This Policy:
None

Previous policy number 04-010-00

Initial effective date: 09/1981

Review/Revision Date:
- 9/81
- 8/04
- 7/06
- 04/07
- 09/01/10
- 09/25/12
- 01/03/13
- 02/14/2017

Next review date: 02/14/2020 (three years from most recent revision/revision date)