


<p>Name of Policy: <u>College of Medicine and Life Sciences: Submission of Official Transcripts for Matriculation into the M.D. Program</u></p> <p>Policy Number: 3364-81-04-026-00</p> <p>Approving Officer: Dean, College of Medicine and Life Sciences</p> <p>Responsible Agent: Associate Dean for Student Affairs and Admissions, M.D. Program</p> <p>Scope: College of Medicine and Life Sciences M.D. Program</p>	 <p>Revision date: November 12, 2019</p> <p>Original effective date: 08/16/10</p>
<p><input type="checkbox"/> New policy proposal <input checked="" type="checkbox"/> Minor/technical revision of existing policy</p> <p><input type="checkbox"/> Major revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy</p>	

(A) Policy statement

The Office of Admissions for the M.D. Program in the College of Medicine and Life Sciences requires final official transcripts from all undergraduate, graduate, and professional schools attended by accepted applicants to the College of Medicine. If applicable, these transcripts must show the degree posted. Accepted applicants are sent a letter requiring their signature that recognizes the obligation to fulfill this pre-matriculation requirement in order to matriculate and register for classes.

(B) Purpose of policy

The purpose of this policy is to ensure that all matriculants to the M.D. program have obtained at least a baccalaureate level degree. In addition, these records are necessary for compliance with the enrollment reporting requirements of the Ohio Board of Regents.

(C) Scope

This policy applies to medical students matriculating into the M.D. program in the College of Medicine and Life Sciences.

(D) Procedure

Accepted students in the College of Medicine M.D. Program will not be allowed to matriculate or register until this requirement is met. Official transcripts must be received by the University of Toledo College of Medicine and Life Sciences Student Service Center by August 1 or within 60 days of acceptance (whichever is later). The offer of acceptance will be rescinded if all required transcripts are not received within the timeframe listed above.

<p>Approved by:</p> <p><u>/s/</u> Christopher J. Cooper, M.D. Executive Vice President for Clinical Affairs and Dean, College of Medicine and Life Sciences</p> <p><u>November 25, 2019</u> Date</p> <p><i>Review/Revision Completed by: Associate Dean for Student Affairs and Admissions, SLT</i></p>	<p>Policies Superseded by This Policy: None</p> <p>Initial effective date: 05/02/07</p> <p>Review/Revision Date:</p> <ul style="list-style-type: none">• 05/02/07• 08/16/10• 09/25/12• 07/08/16• 9/30/19 <p>Next review date: 11/14/2022 (three years from most recent revision/review date)</p>
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