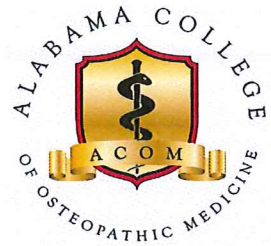


Alabama College of Osteopathic Medicine

Title: ADMISSIONS – TRANSFER



Effective Date: 7/01/2011

Revision Date:

Review Date: 7/11, 2/15

Policy & Procedure

POLICY

It is the policy of the Alabama College of Osteopathic Medicine (ACOM) to accept qualified transfer students based upon the procedures outlined below.

PURPOSE

The purpose of this policy is to define the requirements and procedures for students wishing to transfer.

PROCEDURE



Transfer applications will be evaluated by the Admissions Committee.

1. Transfer credits are approved only if the student is currently in good standing and is eligible for readmission to the previously attended COM or other Liaison Committee on Medical Education (LCME) medical school.
2. Credits may be transferred only from medical schools and colleges accredited either by the AOA COCA or by the LCME.
3. Students requesting a transfer to ACOM from another COM must, at a minimum, complete the last two years at ACOM.
4. When students transfer from an LCME accredited medical school or college to a COM at least two years of instruction must be completed with the COM.
 - a. In the case of LCME transfers, the COM requirement for osteopathic manipulative medicine must be completed prior to graduation.
5. The curriculum of the school from which the student is transferring must be equivalent to ACOM curriculum. Decisions about curriculum equivalence between institutions will be decided by the ACOM Curriculum Committee regardless of individual student qualifications.
6. First year curriculums vary from school to school thus it is sometimes not feasible to transfer between the first and second year of medical school. In general, transferring into the third

year of medical school is more feasible for the student. Students transferring into the third year must have passed COMLEX Level I.

APPROVAL

Approval - Chief Academic Officer

Approval Date



Approval - Chief Executive Officer

Approval Date



Approval - Board of Directors

Approval Date