

University-wide:

Transfer Credit

Transfer credit is academic credit that is awarded to a student by another college or university and is accepted for application to the requirements of an undergraduate, graduate or professional degree at Rosalind Franklin University of Medicine and Science.

RFU students who have been admitted to specific degree programs and have earned credit at another college or university may petition to apply such credit toward a degree. Transfer of credit is not applicable to students enrolled in certificate programs. By definition, a petition to transfer credit is a request for an exception to the rule that all courses must be taken at RFU. Faculty within a program may make the decision as to whether transfer courses will be applied to a program plan and assume the responsibility to review transfer courses for verification of the core learning competencies, expectations and criteria for the requested transfer. Individual departments and programs may have limits on the use of transfer credits from other institutions. To be considered for transfer credit a student must be in good academic standing and:

- Demonstrate that the course meets and/or contains equivalent core learning competencies for the requested transfer, shown through a course syllabus and/or other official course material and an official transcript;
- Earned the credit at a college or university that is regionally accredited as recognized by the U.S. Department of Education and the Council for Higher Education Accreditation (CHEA);
- Earned a grade of A or B. (RFU will accept a Pass grade if the course is graded only on a pass-fail basis.);
- Demonstrate how the course meets degree requirements at the college or university where the credit was earned.

Course credits must be transferred in total or not at all. The transferred credit appears on the RFU transcript and the associated grades will appear on the student record and is counted in the cumulative number of credits earned. Transfer credit grades are not computed in the student's RFU cumulative GPA. Credit from all semester-system schools will be transferred according to the standard ratio of 1.0 semester hour = 1.5 RFU quarter hour.

Chicago Medical School:

Transfer Credits and Advanced Standing

Transfer credits and advanced standing will be determined on a case-by-case basis.

The Chicago Medical School offers an advanced standing admissions pathway for first-year residents of the Oral and Maxillofacial Surgery Residency Program offered by Cook County Health, allowing for a Doctor of Medicine degree from RFUMS. Final decisions on admission depend on many factors and are at the sole discretion of the Student Admissions Committee of

the Chicago Medical School at RFUMS, consistent with Chicago Medical School and RFUMS policies.

In general, the pathway will require one year at OMFS followed by two clinical years at RFUMS. RFUMS will grant a Doctor of Medicine degree to students who successfully completed the first post-graduate year (PGY1) at OMFS and the M3 and M4 clinical years at RFUMS. In addition, students will have successfully completed the residency requirements specified in the OMFS catalog at the time of admission to OMFS and the Doctor of Medicine requirements as specified in the RFUMS catalog at the time of matriculation to RFUMS; however, they will not be required to complete any residency requirements while enrolled at the Chicago Medical School.

The Student Admissions Committee of the Chicago Medical School at RFUMS will deem applicants who have been conferred a DDS/DMD degree from a program accredited by the Commission on Dental Accreditation (CODA) of the American Dental Association (ADA) or equivalent to have an education equivalent to the M1 and M2 basic science years at RFUMS. basis.

Physical Therapy:

Transfer Credits and Advanced Standing

No transfer credits or advanced standing will be awarded regardless of previous experience.

Interprofessional Healthcare Studies:

Transfer Credits and Advanced Standing

This program does not accept transfer credits earned from other institutions prior to admission to the program.

Clinical Psychology PhD:

Transfer Credits and Advanced Standing

Transferring credit for required courses

The limit for waiver of required courses is 10 credit hours (quarter hours). However, the faculty reserves the right to make exceptions for individual students, under exceptional circumstances, who petition the department for an additional exemption to this.

Students who wish to transfer credit for one or more Departmental courses should submit a formal petition to their advisor for each course they wish to waive. With the exception of the fall quarter of the first year, these petitions must be submitted at least 4 weeks prior to the quarter in which each course in question is offered. All petitions should be submitted within the first two

years of the doctoral program. The petition will include transcripts and syllabi of courses they attended in their master's program or other post-baccalaureate program. Students are not allowed to transfer credits from courses based on their pre-baccalaureate training. Students must have earned a "B" or better for faculty to consider waiving a department course requirement. With the advisor's approval, the petition will be forwarded to the course instructor. The advisor and department faculty member offering the course in question will evaluate a syllabus with a view toward whether the course taken by the student covered material that is consistent with a scientist-practitioner approach, covers the relevant material in the department course, and provides the knowledge-base needed for the student to pass departmental comprehensive exams. If the faculty judges the previously completed course meets all requirements, then the paperwork will be completed to document the transfer of credit. Transfer credit documentation will include the previously taken course syllabi, and a summary of evidence of mastery. The department chair will review the documentation and provide final approval.

Transferring credit for elective courses

Students who have formally registered for and successfully completed one or more graduate courses at accredited universities, prior to entry into our program, may transfer up to 10 quarter hour credits toward electives. The courses to be transferred must not be redundant with current core course offerings. The faculty will recommend such action to the Dean for approval.

Incoming students with a master's degree may also receive credits toward electives. This policy applies to elective courses that were taken for other reasons than earning a master's degree, but which were beyond the requirements for the bachelor's degree. Students will write a formal petition that specifies for which elective courses they wish to get credit. The petition will include transcripts and syllabi of the courses they attended in their master's program. The Chair, in consultation with relevant faculty and/or the Director of Clinical Training, will make decisions regarding the granting of elective credits. However, the faculty reserves the right to make exceptions for individual students, under exceptional circumstances, who petition the department for an additional exemption to this.

Biomedical Sciences:

Transfer Credits and Advanced Standing

No transfer credits or advanced standing will be awarded regardless of previous experience. No credit will be given for prior learning experience. No credit can be earned through proficiency examinations.

Clinical and Lifestyle Nutrition:

Transfer Credits and Advanced Standing

A maximum of nine quarter hours of graduate credit that addresses the requirements outlined in the core competencies for this program may be accepted from other regionally accredited institutions. No credit will be given for prior learning experience or through proficiency examinations.

Health Administration MS:

Transfer Credits and Advanced Standing

The Health Administration Master of Science program will accept up to 9 quarter hours of credits earned from an external institution. An admitted student may request transfer credit by meeting the following conditions.

The student must:

- Demonstrate that course (s) meets and/or contains equivalent core learning competencies for the requested transfer. This must be shown through a course syllabus and/or other official course material.
- Have earned the credit from a regionally accredited college or university at the graduate level.
- Have earned a final course grade of B or better for the course requesting to transfer. (RFU will accept a Pass grade if the course is graded only on a pass-fail basis.)
- Have earned credits in an RFUMS graduate certificate program which may also be considered for transfer as core or elective credits (for Internal RFUMS transfer credits, the total number may exceed 9 credit hours).

Internal or external courses for transfer (9 QH) credits must be equivalent to the courses for which they are deemed as satisfying in the master's degree requirements.

Health Professions Education MS:

Transfer Credits and Advanced Standing

The faculty in the Master of Science Health Professions Education program may review requests for transfer credit from other institutions on a case-by-case basis. The program will accept up to 9 quarter hours of credits earned from a fully accredited external institution or another program within RFUMS.

An admitted student may request transfer credit by meeting the following conditions.

- For required core courses or elective courses, students must earn credit at the graduate level from a regionally accredited college or university. The student must submit to the

HPE Program Director a full syllabus and official transcript for courses to demonstrate the course(s) meets and/or contains equivalent core learning competencies for the requested transfer.

- Credits earned in an RFUMS graduate program may also be considered for transfer as elective credits. The student must submit to the HPE Program Director a full syllabus and official transcript for courses to demonstrate the course(s) meets and/or contains equivalent core learning competencies for the requested transfer.
- Student must provide evidence of an earned final course grade of “B” or better for the course the student is requesting to transfer. (RFU will accept a Pass grade if the course is graded only on a pass-fail basis.)

Lifestyle Medicine MS:

Transfer Credits and Advanced Standing

No transfer credits will be accepted for this program.

Nutrition Education:

Transfer Credits and Advanced Standing

A maximum of nine quarter hours of graduate credit that addresses the requirements outlined in the core competencies for this program may be accepted from other regionally accredited institutions. No credit will be given for prior learning experience or through proficiency examinations.

Pathologists’ Assistant:

Transfer Credits and Advanced Standing

No transfer credits or advanced standing will be awarded regardless of previous experience.

Physician Assistant:

Transfer Credits and Advanced Standing

No transfer credits or advanced standing will be awarded regardless of previous experience.

Population Health MS:

Transfer Credits and Advanced Standing

The Population Health Master of Science program will accept up to 9 quarter hours of credits earned from an external institution. An admitted student may request transfer credit by meeting the following conditions. No credit will be given for prior learning experiences or proficiency examinations.

Psychology: Clinical Counseling:

Transfer Credits and Advanced Standing

Transferring credit for required courses

The limit for waiver of required courses is 10 credit hours (quarter hours). However, the faculty reserves the right to make exceptions for individual students, under exceptional circumstances, who petition the department for an additional exemption to this.

Students who wish to transfer credit for one or more Departmental courses should submit a formal petition to their advisor for each course they wish to waive. With the exception of the fall quarter of the first year, these petitions must be submitted at least 4 weeks prior to the quarter in which each course in question is offered. The petition will include transcripts of and syllabi for post-baccalaureate courses for which they are seeking transfer credit. Students are not allowed to transfer credits from courses based on their pre-baccalaureate training. Students must have earned a “B” or better for faculty to consider waiving a department course requirement. With the advisor’s approval, the petition will be forwarded to the course instructor. The advisor and department faculty member offering the course in question will evaluate a syllabus with a view toward whether the course taken by the student covered material that is consistent with a scientist-practitioner approach, covers the relevant material in the department course, and provides the knowledge-base needed for the student to acquire the knowledge and skills needed in that departmental course. The course instructor will prepare a means to assess the student’s knowledge and/or skills in the area in question. If the faculty judges the previously completed course meets all requirements and the student to have adequately demonstrated the knowledge and/or skills, then the paperwork will be completed to document the transfer of credit. Transfer credit documentation will include the previously taken course syllabi, and a summary of evidence of mastery. The department chair will review the documentation and provide final approval.

Transferring credit for elective courses

Students who have formally registered for and successfully completed one or more graduate courses at accredited universities, prior to entry into our program, may transfer up to 10 quarter hour credits toward electives. The courses to be transferred must not be redundant with current required course offerings. The faculty will recommend such action to the Dean for approval.

Clinical Psychology MS:

Transfer Credits and Advanced Standing

Transfer credits are awarded according to the policy and processes in place for the PhD in Psychology program.

Health Administration Certificate:

Transfer Credits and Advanced Standing

No transfer credit will be awarded for the certificate program.

Health Professions Education Certificate:

Transfer Credits and Advanced Standing

No transfer credit will be awarded for the certificate program.

Lifestyle Medicine Certificate:

Transfer Credits and Advanced Standing

No transfer credit will be awarded for the certificate program.

Nutrition for Healthcare Professions Certificate:

Transfer Credits and Advanced Standing

No transfer credit will be awarded for the certificate program.

Population Health Analytics Certificate:

Transfer Credits and Advanced Standing

No transfer credit will be awarded for the certificate program.

Population Health Strategies Certificate:

Transfer Credits and Advanced Standing

No transfer credit will be awarded for the certificate program.

Prematriculation Program:

Transfer Credits and Advanced Standing

No transfer credits or advanced standing will be awarded regardless of previous experience. No credit will be given for prior learning experience. No credit can be earned through proficiency examinations.

Nurse Anesthesia:

Didactic Course Waiver or Transfer Credit

The faculty in the Nurse Anesthesia Program will review any requests for course waiver, or transfer of credit from other institutions, on a case-by-case basis. Tuition for the DNP Nurse Anesthesia program is charged at a flat rate for full-time students, and therefore an approved course waiver/transfer credit application will not alter the tuition paid by a full-time student.

Waiver/Transfer Credit

Only two (2) specific courses (total of 6 QH) within the DNP Nurse Anesthesia curriculum are eligible for transfer credit (course waiver): a) NNAS 725 Advanced Health Assessment; b) NNAS 912 Leadership, Quality/Safety and Outcomes Management. In order to be eligible for consideration of a waiver for these courses, the following conditions must be met:

- Students wishing to obtain approval for transfer credits must submit their request after acceptance to the program, and before matriculation; requests can be routed first to the Administrative Director for the Department of Nurse Anesthesia.
- Transfer credit must be at the graduate level, and completed at a fully accredited institution of higher education.
- In addition to all other requirements outlined in this section, students seeking transfer credit for NNAS 725 Advanced Health Assessment will be required to successfully demonstrate the ability to perform a Head-to-Toe assessment, and conduct a comprehensive patient history.
- Students must submit a full syllabus and official transcript for the course(s) they are requesting to transfer. In each course, students must have obtained a final course grade of “B” or higher as verified by the transcript.
- The course director (for the course for which transfer credit is being requested) will review all documents to determine if the course is comparable in content and rigor to the DNP offering at RFUMS, and if the student received a grade of no less than “B”.
- If the course director approves the proposed course(s) for transfer, the forms are then submitted to the Chair of the Doctor of Nursing Practice program for final review and approval.

Didactic Course Waiver or Transfer Credit

The faculty in the DNP PMHNP Nurse Practitioner Program will review any requests for course waiver, or transfer of credit from other institutions, on a case-by-case basis. Tuition for the DNP PMHNP program is charged at a flat rate for full-time students, and therefore a course waiver will not alter the tuition paid by a full-time student.

Transfer Credit

Transfer credits will be reviewed on a case-by-case basis. For students who are not already licensed as Advanced Practice Registered Nurses (APRN), no more than three (3) courses (9QH) will be considered for transfer credits from outside RFUMS. Non-PMHNP APRNs may qualify for additional transfer credits. In order to be eligible for consideration, the following conditions must be met:

- Students wishing to obtain approval for transfer credits must submit their request after acceptance to the program, and before matriculation to the Administrative Director for the Department of Psychiatric Mental Health Nursing.
- Transfer credit will not be granted for DNP psychiatric mental health courses (NPMH 775-784), doctoral project courses, or any clinical practicum/seminar course.
- In addition to all other requirements outlined in this section, students seeking transfer credit for NDNP 725 Advanced Health Assessment will be required to successfully demonstrate the ability to perform a Head-to-Toe assessment, and conduct a comprehensive patient history.
- Students must submit a full syllabus and official transcript for the course(s) they are requesting to transfer. In each course, students must have obtained a final course grade of “B” or higher as verified by the transcript.
- The course director (for the course for which transfer credit is being requested) will review all documents to determine if the course is comparable in content and rigor to the DNP offering at RFUMS.
- If the course director approves the proposed course(s) for transfer, the forms are then submitted to the Chair of the Doctor of Nursing Practice program for final review and approval.

Transfer Credits and Advanced Standing

No transfer credits or advanced standing will be awarded regardless of previous experience.

Pharmacy:

Transfer Credits and Advanced Standing

No advanced standing will be awarded regardless of previous experience.

Students who have matriculated into the Doctor of Pharmacy program may transfer credits pursuant to the following conditions:

- Students requesting transfer credit must be enrolled students.
- Courses taken prior to matriculation will not be accepted.
- Courses must be approved before transfer credits will be accepted.
- Credits transferred for required courses may only be used to satisfy a course retake after failing a course; the transfer course must be considered comparable to the failed course and approved by the course director and dean of academic affairs.
- A maximum of two elective credits will be permitted to satisfy the required didactic elective hours; the transfer course must be approved by the Curriculum Committee.
- A D or F grade will not be accepted for transfer credit.
- Transfer credits are not included in the GPA calculation.
- Students are responsible for course registration, application or enrollment fees, and submitting the transcript to the RFUMS Registrar's Office.

Podiatry:

Request for transfer credit will be evaluated by the course director of the requested course, in consultation with the department chair. At the recommendation of the department chair, transfer students may be required to sit for a proficiency examination in order to receive transfer credit for certain courses or a certain number of credit hours. All proficiency exams must be completed at least two weeks prior to the start of classes for the next academic year.

School of Graduate and Postdoctoral Studies:

Transfer Credits and Advanced Standing

The Dean, in consultation with the appropriate course director(s) and/or program administrator, will consider transferring course credits from another institution. Normally, such determination will be made individually, based on available information concerning the course work outside the institution. A "Transfer Credit/Waiver" form and supporting documentation (see below) must be submitted to the Dean of the Graduate School.

Transfer credit is academic credit that is awarded to a student by another college or university and is accepted for application to the requirements of a graduate or professional degree at Rosalind Franklin University of Medicine and Science. RFU students who have been admitted to certain graduate programs and have earned graduate credit at another college or university may petition to apply such credit toward a graduate or professional degree. Transfer of credit is not applicable to students enrolled in certificate programs. By definition, a petition to transfer credit is a request for an exception to the

rule that all graduate courses must be taken at RFU. The Dean, in consultation with the appropriate course director(s) and/or program administrator, makes the decision as to whether transfer courses will be applied to a program plan and assumes the responsibility to review transfer course for verification of the core learning competencies, expectations and criteria for the requested transfer.

To be considered for transfer credit a student must be in good academic standing and:

- Demonstrate that the course meets and/or contains equivalent core learning competencies for the requested transfer, shown through a course syllabus and/or other official course material and an official transcript
- Earned the credit at a regionally accredited college or university
- Earned a grade of A or B. (RFU will accept a Pass grade if the course is graded only on a pass- fail basis.)
- Demonstrate how the course meets degree requirements at the college or university where the credit was earned