

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 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. Faculty within a graduate or professional program may make the decision as to whether transfer courses will be applied to a program plan and assume the responsibility to review transfer course 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 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.

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.

Doctor of Medicine (MD)

Transfer Applicant Policy

CMS considers transfer student applications exclusively for entry into the first clinical year based on availability restrictions and only for students deemed to be in a rare and/or extraordinary circumstance. Approval of a transfer application depends on many factors and is solely at the discretion of CMS.

Transfer applicant admissions requirements include:

- Having a compelling reason to transfer, i.e., students from a medical school that has closed suddenly, students with extenuating family circumstances, including being the spouse or domestic partner of a CMS medical or RFU graduate student, house staff or faculty
- Transferring from an LCME accredited school; have written approval from the dean of the applicant's current school
- Being on track to successfully complete all preclinical coursework at the transferring institution
- Having registered for Step 1 of the USMLE licensing exam or successfully completed the exam
- Having completed all preclinical academic requirements specified in the CMS Student Evaluation Promotions and Awards Committee Handbook before the start of studies
- Meeting all other admissions requirements as stated in the RFU catalog for the year of the application

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Transfer Credits and Advanced Standing

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

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Transition Doctor of Physical Therapy (tDPT)

Transfer Credits and Advanced Standing

A student may receive advanced standing credits based on professional experience, board specialty certification, residency and fellowship training, graduate-level courses from other colleges or universities, and other bachelor- or master-level degrees relating to the Physical Therapy profession.

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Interprofessional Healthcare Studies (PhD/DSc)

Transfer Credits and Advanced Standing

This program does not accept transfer credits earned from other institutions.

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Biomedical Sciences (MS)

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.

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Pathologists' Assistant Program (MS)

Transfer Credits and Advanced Standing

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

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Physician Assistant Practice (MS)

Transfer Credits and Advanced Standing

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

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Psychology: Clinical Counseling (MS)

Transfer Credits and Advanced Standing

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

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Doctor of Pharmacy (PharmD)

Transfer Credits and Advanced Standing

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

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Doctor of Podiatric Medicine (DPM)

Transfer Applicant Policy

Transfer applications will be considered from students who are currently enrolled in good standing at, or who were previously enrolled in and in good standing at, a U.S. college of podiatric medicine.

Transfer applicants must submit the AACPMAS application and include all application materials required of first-year applicants. Transfer applicants will follow the process for which first-time applicants are reviewed for admissions. Transfer students must also have earned a GPA of at least 3.0 on a 4.0 scale. Transfer applicants must submit a letter of good standing from the dean or other appropriate official of the school from which the applicant wishes to transfer.

Transfer students will have their placement and standing determined after the official notification of admission and deposit has been received. In no case may a transfer student register for classes prior to official notification of placement and standing.

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.

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Clinical Nutrition (MS)

- **Transfer Applicant Policy:** There is no separate transfer application for this program. All students submit an application through the normal process.

Clinical Nutrition (MS)

Transfer Credits and Advanced Standing

After acceptance to the program, students may petition for a maximum of nine quarter hours of transfer credits to be applied to their degree from other regionally-accredited institutions for graduate-level coursework that appropriately addresses the core competencies for this program. To request transfer credit, a student petition form along with the course description and course syllabus for each course are submitted to the department for evaluation by a faculty committee. No credit will be given for prior learning experience or through proficiency examinations.

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Health Promotion and Wellness (MS)

- **Transfer Applicant Policy:** There is no separate transfer application for this program. All students submit an application through the normal process.

Health Promotion and Wellness (MS)

Transfer Credits and Advanced Standing

After acceptance to the program, students may petition for a maximum of nine quarter hours of transfer credits to be applied to their degree from other regionally-accredited institutions for graduate-level coursework that appropriately addresses the core competencies for this program. To request transfer credit, a student petition form along with the course description and course syllabus for each course are submitted to the department for evaluation by a faculty committee. No credit will be given for prior learning experience or through proficiency examinations.

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Nutrition Education (MS)

- **Transfer Applicant Policy:** There is no separate transfer application for this program. All students submit an application through the normal process.

Nutrition Education (MS)

Transfer Credits and Advanced Standing

After acceptance to the program, students may petition for a maximum of nine quarter hours of transfer credits to be applied to their degree from other regionally-accredited institutions for graduate-level coursework that appropriately addresses the core competencies for this program. To request transfer credit, a student petition form along with the course description and course syllabus for each course are submitted to the department for evaluation by a faculty committee. No credit will be given for prior learning experience or through proficiency examinations.

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Doctor of Nursing Practice (DNP)

Transfer Credits and Advanced Standing

The faculty in the Doctor of Nursing Practice (DNP) program will review any requests for transfer of credit from other institutions on a case-by-case basis. No more than three (3) courses can be accepted for program requirements through the use of transfer credits. In order to be eligible for consideration, the following conditions must be met:

- Students wishing to obtain approval for transfer credits must first contact the course director for each course they want reviewed.
- Courses cannot be core DNP anesthesia courses and must be at the graduate level and completed at a fully accredited institution of higher education.
- 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 will review all documents to determine if the course is comparable in content and rigor to the DNP offering at RFUMS.
- Transfer courses will not be accepted to satisfy core DNP anesthesia course requirements. 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.

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Doctor of Physical Therapy (DPT)

Transfer Credits and Advanced Standing

A Physical Therapist (PT) must be licensed and practicing in the United States to apply for the tDPT Program. A PT with a Bachelor’s physical therapy degree needs to complete 42 quarter hours (QH) to complete the tDPT degree. A PT with a Master’s physical therapy degree will be awarded 15 QH of advanced standing for the required 42 QH to complete the tDPT based on a review of the additional educational curriculum required for the MSPT degree.

Additional advanced standing in the tDPT Program may be awarded based on criteria of accomplishment after entry-level graduation status for either BSPT or MSPT degree applicants.

The Director of the tDPT Program will assess the applicant's record for additional advanced standing utilizing standardized screening criteria identifying professional activities that are worthy of consideration. These activities include but are not limited to:

- Patient care activities
- Educational activities
- Management activities
- Research activities
- Professional activities in the Illinois Physical Therapy Association or American Physical Therapy Association
- Other professional activities may include clinical practice, teaching, publications, professional posters and presentations.
- Additional professional credentials may include but are not limited to: American Physical Therapy Board Specializations (i.e., OCS, CCS, PCS, etc.), Manual Therapy residencies and fellowships, other PT residencies and fellowships, and other advanced certifications.

A maximum of 20 QH may be awarded for additional advanced standing.

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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.

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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 the 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.)
- Credits earned in an RFUMS graduate certificate program may also be considered for transfer as core or elective credits (for internal RFUMS transfer credits, the total number may exceed 9 credit hours) For accepting internal or external courses for transfer, the 9 QH credits of coursework have to 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 will 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.)

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.

An admitted student may request transfer credit with the following conditions.

The student must:

- Demonstrate that the 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.)

- Credits earned in an RFUMS graduate certificate program may also be considered for transfer as core or elective credits (for internal RFUMS transfer credits, the total number may exceed 9 credit hours) For accepting internal or external courses for transfer, the 9 QH credits of coursework have to be equivalent to the courses for which they are deemed as satisfying in the master's degree requirements.

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Psychology: Clinical Psychology (MS)

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.

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School of Graduate and Postdoctoral Studies (SGPS)

Doctor of Philosophy

Master of Science

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.

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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