



UT Health Science Center:	
COM132 Transfer Admissions and Procedures - COM Admissions	
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Related Policy:		

POLICY

This policy governs the process of transfer admissions for the Doctor of Medicine (MD) degree program in the College of Medicine at the University of Tennessee Health Science Center. Outlining the eligibility criteria, application requirements, and procedures for evaluating transfer applicants, this policy ensures academic continuity and integrity and safeguards the quality of clinical education, maintaining a consistent and transparent admissions process, while addressing justified transfer requests.

RATIONALE AND PROCEDURE

This policy is established to ensure that transfer students possess the academic qualifications and personal circumstances necessary to integrate smoothly into the third-year curriculum. By requiring that transfer applicants meet the same rigorous standards expected of students entering the first year, the College ensures a seamless transition into the clinical years of medical education. Limiting transfer admissions to the third year supports educational continuity and class cohesion, while also addressing cases where a transfer is warranted by extenuating circumstances.

1. Eligibility Requirements

Transfer applicants must meet the following criteria:

- Be residents of Tennessee at the time of their initial enrollment in medical school.
- Meet all entrance requirements expected of applicants entering the first-year class, including successful completion of the Medical College Admission Test (MCAT).
- Have successfully completed the basic science curriculum at a medical school accredited by the Liaison Committee on Medical Education (LCME).
- Be in good academic standing at their current institution.
- Passing Step 1 of the United States Medical Licensing Examination (USMLE) prior to matriculation at UT Health Science Center.

2. Application Requirements

In addition to meeting the eligibility requirements, transfer applicants must submit:

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- Three letters of recommendation:
 - One (1) letter from the Dean or Associate Dean of their current medical school, formally approving the transfer.
 - Two (2) letters from faculty instructors who taught the applicant in their medical program.
- A written explanation providing evidence of the circumstances necessitating the transfer.
- An appearance for a personal interview as part of the evaluation process.

3. Submission Process

- Transfer applications will be provided to eligible applicants via email from the College of Medicine Office of Admissions.
- Completed applications, including all necessary documents, must be submitted by April 1st.

4. Communication and Inquiries

Applicants may direct any questions or concerns to the College of Medicine Office of Admissions at comadmissions@uthsc.edu.

DEFINED TERMS

1. **Transfer Applicant:** A student currently enrolled in a medical school accredited by the LCME who seeks to transfer to UTHSC College of Medicine's third-year curriculum.
2. **Good Academic Standing:** A status indicating that a student meets or exceeds the academic and professionalism standards set by their current medical school.
3. **USMLE:** The United States Medical Licensing Examination, a standardized test for medical students in the U.S., required for medical licensure.

APPROVAL HISTORY

Effective: 01/27/25