

<b>NEOMED ACADEMIC POLICY</b>	<b>Policy No:</b> 3349-AC-375
<b>ACADEMIC POLICY TITLE:</b> COGS - Transfer and Shared Credit	<b>EFFECTIVE DATE:</b> 09/11/2014 <b>REVISED:</b> 06/10/2024
<b>RESPONSIBLE DEPARTMENT:</b> College of Graduate Studies	<b>Applies to:</b> COGS Students

**(A) PURPOSE**

To establish the standards for transferring credits taken at another accredited university to a degree program within the College of Graduate Studies (COGS).

**(B) SCOPE**

The scope of this policy includes students enrolled in any degree program in the COGS.

**(C) DEFINITIONS**

- (1) "Transfer Credit" refers to credit awarded by the University for course work earned at another accredited university or nationally recognized professional organization.
- (2) "Advanced Standing" refers to students who intend to substitute courses in the standardized COGS curriculum by applying coursework earned at another accredited university or nationally recognized professional organization in academic year blocks of credit.
- (3) "Shared Credit" refers to credit awarded toward a COGS degree or certificate program for coursework completed in another NEOMED academic degree program outside of COGS.

**(D) BODY OF POLICY**

- (1) Master's Degree Transfer Credits
  - (a) If graduate credit earned at another accredited institution constitutes a logical part of the student's program, transfer of credit may be accepted by the COGS.
  - (b) The student must have their Program Director recommend the credit transfer, and the Dean of the College of Graduate Studies must approve of the transfer in writing.
  - (c) Credit transfers cannot exceed six (6) semester hours for programs requiring fewer than forty (40) semester credits. A maximum of nine (9) semester credits may be accepted in transfer for programs requiring forty (40) or more semester credits.
  - (d) No grade below a "B" may be transferred.

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- (e) Credit awarded by NEOMED for course work earned at another accredited university is recorded on the transcript with a “T” grade, which has no impact on the student’s grade point average.
- (f) All requests for transfer credit, with accompanying official transcripts, must be submitted to the program director no later than a full semester prior to the student’s expected graduation date.
- (g) Transfer credit and advanced standing may not be applied toward the fulfillment of those programs that require all students to enroll and follow an integrated and standardized course curriculum designed to train health professionals (e.g., Master of Medical Science in Anesthesia Program).

(2) Dual-Degree Doctoral Shared Credit

Students enrolled in a NEOMED professional degree program (i.e. medicine or pharmacy) who elect to enroll in the COGS to attain a doctoral degree may dually count a maximum of thirty percent (30%) (27 credits) of approved NEOMED professional level course work toward fulfillment of the ninety (90) credit hour requirement of the doctoral program. A minimum of seventy percent (70%) of the credits counted toward the credit hour requirement for the doctoral degree must be unique to that degree and cannot be used for dual credit. All other respective degree requirements must be completed independently.

(3) Master’s Degree Shared Credit to a Doctoral Degree

A student who has completed a master’s degree with a thesis track in the Basic and Translational Biomedicine program can apply to the doctorate program. Successful completion of the master’s thesis is required for matriculation to the doctoral program. If admitted, the student may use course credit earned in the pursuit of the master’s degree toward the doctoral degree.

(4) Shared Credits in a Graduate Certificate Program

A student enrolled in a professional degree program at NEOMED may use up to four (4) credits of their professional degree toward the completion of a graduate certificate upon approval by the Program Director and the COGS Dean.

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(5) Transfer Credit Appeal Process

The transfer credit appeal process is set forth in the Transfer Credit Appeal Policy 3349 AC-253.