



NEW YORK MEDICAL COLLEGE
School of Medicine

TITLE: Transfer Students and Students with Advanced Standing		
EFFECTIVE DATE: 7/1/04	REVIEWED DATE: 7/1/07, 10/16/15	REVISED DATE: 11/16/15

I. POLICIES

TRANSFER STUDENTS

It is the policy of the New York Medical College School of Medicine (NYMC-SOM) to admit qualified transfer students only into the third-year class, should space become available due to circumstances such as but not limited to a leave of absence or withdrawal from the program. The determination if space and resources are available to accommodate transfer students is made in consultation between the dean and the senior associate deans of admissions, student affairs, and undergraduate medical education.

Transfer applicants must meet the following eligibility requirements:

- Be a citizen or permanent resident of the United States.
- Be currently enrolled and a student-in-good-standing, at a LCME-accredited medical school or a foreign medical school listed by the World Health Organization (WHO).
- Completion of all pre-med prerequisites in an accredited college/university in the United States or Canada.
- Meet all entrance requirements expected of applicants into the first-year class including having taken the MCAT.
- Have taken the USMLE Step 1 or eligible to take exam and submit official score report by established deadline

To ensure the comparability of a transfer applicant's medical educational program and prior academic achievement to those of current NYMC students, transfer candidates must submit the following official documents:

- Transcript from current medical school
- Transcript from each college attended regardless of the courses taken and including any summer study
- MCAT Score Report
- USMLE Step 1 Score Report



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All transfer applicants are interviewed by the admissions committee. Acceptance decisions are made by a consensus of committee members.

STUDENTS WITH ADVANCED STANDING

It is the policy of the New York Medical College School of Medicine (NYMC-SOM) to admit a specified number of qualified students for advanced standing into the third-year class in conjunction with its participation as a linkage institution with the Biomedical Science Program at Sophie Davis School of Biomedical Education – a program committed to increasing the number of physicians of African-American, Hispanic and other ethnic backgrounds who have been historically under-represented in the medical profession and whose communities have been historically underserved by primary care practitioners.

After successfully completing the five-year biomedical sequence at the Sophie Davis School of Biomedical Education and achieving a passing score on Step I of the U.S. Medical Licensure Examination, selected students will be accepted to the School of Medicine and enter the third-year class with advanced standing to complete their final two years of clinical training and obtain their Doctor of Medicine degree from NYMC.

To ensure the comparability of prior academic achievement of students considered for advanced standing to those of current NYMC students, a candidate's official transcript from the Biomedical Science Program, Sophie Davis School of Biomedical Education is reviewed. All advanced standing applicants under consideration participate in the Multiple Mini Interview (MMI) process. Acceptance decisions are made by the admissions committee.

As per its 'memorandum of understanding' with the Sophie Davis School of Biomedical Education, NYMC-SOM agrees to accept no more than five (5) students with advanced standing per year with a caveat to increase the number of accepted students in any given year upon request of Sophie Davis. The determination of space and resources available to admit an increased number of students with advanced standing annually is made in consultation between the dean and the senior associate deans of admissions, student affairs, and undergraduate medical education.

II. PURPOSE

To establish guidelines for the selection of transfer students and students with advanced standing into the School of Medicine



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III. SCOPE

This policy applies to all administrators, faculty, admissions committee, interviewers and admissions staff in their designated role in the selection process of transfer students and students with advanced standing into the NYMC-SOM.

IV. DEFINITIONS:

- Transfer students – current medical students who transfer into the third-year of a different medical school program to complete their medical education in sequence.
- Students with advanced standing – students who complete a baccalaureate program and transfer directly into the third-year of medical school to complete their medical education.

V. POLICY AUTHOR(S)

Office of Admissions

VI. RELATED POLICIES

Policy for the Selection of Medical Students

OCEDURE(S)

As described in the policy

VIII. REFERENCES

LCME Standard 10.7: Transfer Student Qualifications

A medical school ensures that any students accepted for transfer or admission with advanced standing demonstrates academic achievements, completion of relevant prior coursework, and other relevant characteristics comparable to those of the medical students in the class that he or she would join.

IX. TYPE OF POLICY

NYMC School of Medicine Admissions

X. APPROVALS

Dean's Executive Council




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XI. POLICY MANAGEMENT

Responsible Executive: Dean of the School of Medicine
Responsible Officer: Senior Associate Dean of Admissions
Responsible Office: Office of Admissions

ACCEPTED AND AGREED TO:



D. Douglas Miller, M.D., C.M., M.B.A.
Dean, School of Medicine

Nov. 16, 2015
Date