DATE: Monday, June 1, 2020

RE: Transfer of Credit Policy – Master of Science in Clinical Pharmacy Program

Coursework completed at an institution outside the Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS) OR coursework completed by students enrolled in either the North American-Trained PharmD (NTPD) or International-Trained PharmD (ITPD) program offered at the SSPPS can be transferred into the Master of Science (MS) in Clinical Pharmacy program.

The coursework will be reviewed on a case-by-case review basis by SSPPS faculty, who teach in the MS in Clinical Pharmacy program, and the Distance Degrees and Programs (DDP) committee. In addition, the coursework submitted for transfer must meet the same academic and professional standards as the students currently enrolled in the MS in Clinical Program and the SSPPS’ Scholastic Advancement and Appeals policy. Therefore, courses submitted for transfer:

- Must be of a grade C (73%) or higher (does NOT include C minus).
- Or a pass / fail grade. The student is responsible for submitting paperwork confirming the passing grade is equivalent to a letter grade of C (73%) or higher (does NOT include C minus)
- Must reflect on the student's official transcript a cumulative grade point average (GPA) of at least 2.0 or higher.

Courses from Outside the SSPPS
A student can transfer courses completed at another institution into the MS in Clinical Pharmacy provided the following:

- Students must complete at least 24.75 credit hours (or 75%) of the MS in Clinical Pharmacy curriculum.
- In order to assure similar curricular standards, a student wishing to transfer credit will provide to the DDP office the name of the course (from the original institution) to be considered for transfer, as well as the name of the course for which the student seeks credit. It is the student’s responsibility to provide as much course content documentation as possible.
- Coursework must be completed no more than three years from the anticipated start date in the MS in Clinical Pharmacy program.
- It is unlikely that requested coursework will transfer as the content needs to align one-to-one with the MS in Clinical Pharmacy program curriculum.

A student must also provide a completed MS in Clinical Pharmacy admissions application form, along with a transfer evaluation fee of $120 per credit hour requested for transfer. Students must submit the total transfer evaluation fee for their coursework to be reviewed. All transfer evaluation fees are non-refundable, even if the MS in Clinical Pharmacy program deems the coursework non-transferable.
Courses from the NTPD or ITPD Programs Offered at the SSPPS

Only under extraordinary circumstances, may a student already enrolled in either the NTPD or ITPD program or graduated from the NTPD or ITPD program offered at the SSPPS can transfer courses from their respective program to the MS in Clinical Pharmacy degree. The student will work with their advisor to create the transfer request, and the transfer request will be considered on a case-by-case basis by the Distance Degrees and Programs (DDP) committee. Coursework completed as part of the MS in Clinical Pharmacy degree program cannot be transferred to either the NTPD or ITPD program.

- Maximum Amount of Transfer Credit Hours –
  - Current Students Enrolled in the NTPD or ITPD Program – Only NTPD or ITPD courses included in the MS in Clinical Pharmacy curriculum may be transferred to the MS in Clinical Pharmacy.

  NTPD and ITPD Program Graduates – Only 20% of the credits from either NTPD or ITPD program can apply to the MS in Clinical Pharmacy program. Therefore, only 13 credit hours from the NTPD program and 18 credit hours from the ITPD program will transfer to the MS in Clinical Pharmacy program. The remaining coursework will be designed to further advance the student’s knowledge and will not overlap with the curriculum completed in the NTPD or ITPD programs.

- Six Year Timeline and Program Extension Requests – Students have six years to complete the MS in Clinical Pharmacy program curriculum. The six-year timeline begins the first semester the student is enrolled in courses within a program administered by the DDP office. If the student, who transferred into the MS in Clinical Pharmacy program from the NTPD or ITPD program, needs more than six years to complete the MS in Clinical Pharmacy program coursework, then the student will submit a new extension request. Program extension requests granted while enrolled in either the NTPD or ITPD program cannot be transferred to the MS in Clinical Pharmacy program.