

**General Directions for
TRANSFER FROM AN ACCREDITED AMERICAN MEDICAL SCHOOL
to the University of Louisville School of Medicine**

Transfer is defined as changing enrollment from one medical school to another, usually at the beginning of an academic year, and at a rank consistent with that held at the original school. The basic policy of the School of Medicine concerning transfer from an accredited American medical school is as follows:

- Applicants must be currently enrolled and in good standing in a LCME accredited medical school, and be eligible to continue at that school.
- Applicants must present reasons for transfer, which are acceptable to the Committee on Admissions. Transfers are ordinarily considered for compassionate reasons including proximity to a spouse, or a change in status of family (such as death of a parent or divorce of parents). Personal dissatisfaction with the training, administration or faculty of the original school is not an acceptable reason for transfer.
- Transfers may be accepted into the beginning of the second or third years but not into the fourth year or into the mid-term of any year.
- Second-year applicants must complete a curriculum equivalent to the first full-year at the medical school before they are eligible for transfer.
- Third-year applicants must complete two full years of pre-clinical study and must pass Step 1 of the USMLE.
- Openings in the third-year class are relatively rare. Often we do not know how many, if any, places are available until about two weeks after the school year is over; therefore, we do not participate in the early decision program for transfer students.

Application deadline for transfers is April 30th

To complete your application to the University of Louisville School of Medicine, we must receive the following:

1. A completed transfer application (printable pdf document)
2. A completed residency declaration form (printable pdf document)
3. A completed violations form (printable pdf document)
4. A processing fee of \$25 that is neither refundable nor applicable to registration fees should your application be accepted. Make check or money order payable to: **University of Louisville**
5. Letter of support that also indicates good standing from the Dean/Dean of Students at the medical school of current enrollment.
6. Official transcripts from all undergraduate and graduate programs.

The items listed above should be sent to: **Director of Admissions, University of Louisville, School of Medicine, 323 E. Chestnut Street, Louisville, KY 40202**