

# **Marshall University Joan C. Edwards School of Medicine (MUJCESOM)**

## **Transfer Student Policy**

Transfer students will be considered for admission at the Marshall University Joan C. Edwards School of Medicine (MUJCESOM) as advanced standing students for compelling personal circumstances with good academic performance. Transfer spaces are limited by attrition and shall be filled at the sole discretion of the Admissions Committee. Transfer students must be in good academic and professional standing at an LCME-accredited medical school.

In order to transfer into the Marshall University Joan C. Edwards School of Medicine (MUJCESOM) with advanced standing, applicants must meet the following criteria:

### **Eligibility:**

1. Must have “good standing” status (eligible to return) to their previous medical school, which must be a Liaison Committee on Medical Education (LCME) accredited school
2. Must be a United States citizen or have a permanent resident status.
3. Must be a legal resident of West Virginia, Kentucky, Maryland, Ohio, Pennsylvania, or Virginia, or have strong ties to the state of West Virginia as determined by the Admissions Office of the Joan C. Edwards School of Medicine.
4. Must have completed course-work equivalent to the Phase I (pre-clerkship) of the MD curriculum of the Joan C. Edwards School of Medicine.
5. Must provide an official United States Medical Licensing Examination (USMLE) score report for all attempts on USMLE STEP 1, including a passing score-report.
6. Must be accepted and eligible to enter no later than the second rotation of the M3 curriculum.

### **Requirements:**

All applicants must provide the following for consideration:

1. Completed application form for Transfer with Advanced Standing or an updated AMCAS application if available.
2. Official transcripts from all schools attended
3. Letter of “good standing” status from previous medical school.
4. Letters of reference
  - a. References which must be provided:

Three written recommendations from professors who have taught the applicant in class are required. Two of these references must be from professors in basic science and one from a clinical faculty member who can attest to the applicant's clinical and/or diagnostic skills.

- b. Applicants should select professors who are familiar with them and can provide substantive comments regarding their academic career.
  - c. Additional pertinent references are acceptable.
5. Personal interview may be requested.
  6. A \$100.00 nonrefundable application fee is required.
  7. Criminal Background Check will be required on all applicants.

**Process:**

1. All application materials will be gathered and reviewed by the Office of Admissions.
2. Applicants deemed acceptable may be invited for an interview by the Office of Admissions.
3. Final decisions regarding admission will be made by the Admissions Committee.
4. Accepted applicants are required to complete orientation.

**Deadlines:**

Applications and all supporting materials, including references, must be received on or before January 1st of the year of enrollment at MUJCESOM. Official United States Medical Licensing Examination (USMLE) score report for all attempts on Step 1 and a passing score report must be received no later than March 1st of the starting year.

**Mail materials to:**

Marshall University, Joan C. Edwards School of Medicine  
Office of Admissions  
1600 Medical Center Drive  
Huntington, West Virginia 25701-3655  
(304) 691-1738

*Policy was reviewed and adopted by the Admissions Committee, February 10, 2015. Policy effective date September 1, 2015. Policy updated August 30, 2022. Policy updated December 15, 2022.*