



Transfer Credit Policy

NOTICE: CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR UNIVERSITY

The transferability of credits you earn at Virginia University of Oriental Medicine is at the complete discretion of an institution to which you may seek to transfer to. Acceptance of the degree or certificate you earn in any Virginia University of Oriental Medicine program is also at the complete discretion of the institution to which you may seek to transfer to. If the credits, degree, or certificate that you earn at our University are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that transferring to another institution will meet your educational goals. This may include contacting any institution to which you may seek to transfer after attending Virginia University of Oriental Medicine to determine if your credits, degree, or certificate will transfer. Currently, the university does not have any articulation or transfer agreements with any other college or university.

Acceptance of Prior Credits by VUOM

Transfer credit may be awarded by VUOM for equivalent coursework completed at institutions recognized by the Department of Education. Only credits beyond the 60 Semester / 90 Quarter credit minimum required for admission will be eligible for transfer evaluation. Credits will be evaluated from other institutions only upon receipt of official transcripts mailed directly to VUOM from the Registrar of the prior school(s), and in accordance to the following standards:

- 1) Students are required to apply for transfer credit review during the application process and all documentation (relevant course syllabi, catalogs with course descriptions, etc) must be provided to VUOM's Academic Dean, senior executive staff, or a faculty/staff designee by the first day of the first quarter of the student's enrollment and registration at VUOM. It is the sole responsibility of the student to provide the University with all necessary and relevant documentation required for transfer credit evaluation in a timely manner. Transfer Credit evaluations are requested through the Transfer Credit Evaluation form and a processing cost of \$300.
- 2) Equivalency will be determined through examination of published course descriptions and / or syllabi and is at the sole discretion of VUOM's Academic Dean, senior executive staff, or a faculty designee. All decisions made by the Academic Dean, senior executive staff, or a faculty/staff designee will be deemed final. Documents reviewed during the transfer credit evaluation process cannot be returned to the applicant or forwarded to another institution or agency.
- 3) Eligible transfer credits must have been earned within the last ten (10) years unless the applicant provides acceptable evidence of continuous activity in the specific field for which transfer credit is requested. At the discretion of the Academic Dean, senior executive staff, or a faculty/staff designee,



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a student may take a challenge exam which may award credit for the corresponding course if a score of 70% is achieved on the challenge exam.

- 4) A minimum grade of "Pass" or "C" (2.0) is required for transfer.
- 5) Transfer credit is granted only when the total hours for any given course have been documented.
- 6) Residency Requirement: Transfer Students must complete at least 13.5 credits in clinic in VUOM.
Note: All transfer students are required to take CO450 Introduction to Clinical Observation.
- 7) Course work taken at another institution after admission to VUOM is not transferable unless approved in advance in writing by the Registrar at the discretion of the Academic Dean and senior executive staff. Such a request must be submitted by the end of the 1st quarter of study at VUOM.
- 8) Transfer credit awarded is officially recorded on the student's VUOM transcript. Course work transferred into the program is not included when computing Grade Point Average (GPA).