

The Warren Alpert Medical School of Brown University

Transfer and Advanced Standing Policy

The Warren Alpert Medical School of Brown University (AMS) considers transfer applications on a case-by-case, space-available basis from candidates currently enrolled in U.S. medical schools. No seats are set aside specifically for transfer candidates. Successful requests are from candidates who have strong support from their current medical school, a compelling reason for requesting transfer, and whose undergraduate record and extracurricular activities are comparable to the backgrounds of current AMS medical school students.

Requests to transfer are considered during the regular admissions cycle for the year of intended matriculation, between the months of September and March. Advanced standing in the medical school curriculum (waiver of coursework requirements based on past academic work) is determined on a case-by-case basis and is only an option for candidates who are currently enrolled in a U.S. medical school. The process for application follows.

- 1) Applicant sends a transfer inquiry request to the Admissions Office, including the reasons for the request.
- 2) The Admissions Office will determine if there is space available to allow for application.
- 3) If the application attempt is allowed, the candidate will be asked to submit application materials including
 - a. A cover letter that includes a statement from the applicant as to whether she/he has ever been the recipient of any action by any postsecondary institution for unacceptable academic performance (e.g., dismissal, disqualification or suspension, or conduct violations)
 - b. Updated curriculum vitae
 - c. Transcripts from undergraduate school (s) and from other schools previously attended
 - d. An official transcript from the current medical school
 - e. An official letter of evaluation from the Dean/Associate Dean for Student Affairs or another appropriate official of the applicant's current medical school. The letter of evaluation must state the eligibility (or expected eligibility) of the individual for promotion to the next academic year at the student's current school, address the academic and non-academic qualifications of the individual for the eventual practice of medicine, and whether there were any infractions of the school's code of ethical or behavioral conduct.
- 4) At AMS' discretion, the Senior Associate Dean for Medical Education may also elect to personally contact officials from the student's current school.
- 5) The applicant will be informed about whether or not they are selected for interviews. If selected to interview, the candidate will have two 1:1 interviews with faculty members of the AMS Admissions Committee.
- 6) The Admissions Office will contact the applicant with an admission decision.

If admitted, candidates may be assigned specific additional curriculum components to ensure they fully meet all curricular requirements as determined by the faculty of the Office of Medical Education to ensure optimal transition to the Warren Alpert Medical School.

Revised March 28, 2019; approved by The Warren Alpert Medical School Admissions Executive Committee on June 17, 2019. AMS policies for transfer admissions adhere to the published [AAMC Guidelines for the Consideration of Applications for Transfer or Advanced Standing](#).