

### **Course Credit Transfer of Professional PharmD Courses**

**Policy** - Students in the ULM College of Pharmacy who fail one or more classes may wish to repeat these at another institution and transfer that credit to ULM. The outside institution must be an ACPE accredited PharmD program. To maintain the quality of the ULM College of Pharmacy program and to ensure the attainment of appropriate educational outcomes, outside courses must be evaluated and compared to current ULM College of Pharmacy coursework and educational outcomes.

**Procedure** – Modified progression students wishing to transfer repeated courses to the ULM College of Pharmacy will have their outside coursework evaluated for approval based upon a comparison of coursework and educational outcomes currently in place in the ULM College of Pharmacy. The process for this evaluation is listed below:

- A. The student should submit a request for approval of the course credit transfer to the Director of Student Success, including the name of the outside institution, course name, and contact information for the instructor. This request should be submitted at least 14 days prior to the start date of the class.
  - a. Courses must receive approval through this process before the student takes the course in order for transfer credit to be accepted.
- B. The Director of Student Success will request a syllabus for the requested course from the appropriate contact.
- C. In conjunction with the appropriate School Director(s) and course coordinator, the Director of Student Success will evaluate whether or not credit can be transferred to ULM as equivalent classes in the COP curriculum based on the educational outcomes and content contained in the transfer courses.
- D. Based on these evaluations, the Director of Student Success will submit a written recommendation to the Chair of the Curriculum Committee as to what credits should be awarded. The Curriculum Committee will make the final decision on the awarding of transfer credit.
- E. If a course is approved, the student must have an official transcript from the outside institution sent to the ULM Registrar upon course completion.
- F. Students may obtain transfer credit for a maximum of two required courses in the PharmD curriculum.
- G. Exclusions to this policy include therapeutics modules and the integrated lab sequence for which no transfer credit will be accepted.