

## **Guidelines for Transfer of Credit to the Graduate Program in Pharmaceutical Sciences**

1. There is no automatic transfer of credit from any other university or any program within TTUHSC toward a graduate degree in Pharmaceutical Sciences. All work is subject to review and approval by the Graduate Program Committee and the Graduate School of Biomedical Sciences.
2. No course with a grade of less than “A” from a university other than the TTUHSC School of Pharmacy will be considered for transfer without a recommendation of the Course Director of the course in question. (See #7) No coursework from the TTUHSC School of Pharmacy with a grade of less than 80 will be considered for transfer.
3. No more than thirty (30) hours of a graduate program from any other university may be transferred toward a Ph.D. in Pharmaceutical Sciences. Transfer of more than thirty (30) hours from a TTUHSC graduate program may be considered providing grade and/or Course Director approval are met and petition to achieve such will be presented in writing, by the Graduate Program Advisor, to the Associate Dean of Research and the Graduate School for approval of such exception.
4. Credit transferred will count only toward the didactic requirements of the program. No research hours may be transferred for credit toward a degree in Pharmaceutical Sciences.
5. All requests for transfer must be submitted to the Graduate Program Committee with the following:
  - Copy of the transcript with course to be transferred
  - Copy of the course syllabus
  - Written request from the student's major advisor (if applicable, i.e., student is permanently assigned)
6. The Graduate Program Committee will request a faculty member specializing in the curriculum of the course to be transferred to determine the student's level of knowledge of the subject after a personal interview with the student; then recommend to the GPC whether the student has sufficient ability in the given subject to warrant transfer of the credit.
7. The Graduate Program Committee will recommend the approved transfers to the GSBS for credit toward the student's degree.
8. Transfer credit may be granted for course work that does not have an equivalent GPSC offering provided the course is applicable to the program the student is pursuing in Pharmaceutical Sciences.
9. A GPC decision on transfer of credits will be final.