DVM Program Transfer Policy  
*Effective Fall 2012 (updated April 2015)*

Colorado State University (CSU) considers transfer applications to the doctor of veterinary medicine (DVM) program in the College of Veterinary Medicine and Biomedical Sciences. Candidates should consider that the DVM curriculum from one school rarely matches that of another; thus a transfer usually involves loss of time (commonly a year). Another consideration is cost of tuition. All transfer students will be classified as nonsponsored regardless of state of residency. International transfer candidates will be considered nonsponsored. State statute dictates that tuition classification cannot be changed once enrolled in the program, e.g. tuition classification will remain nonsponsored for the duration of the program.

Transfer is dependent on position openings in the class into which the student wishes to transfer (most transfers will involve the loss of a year because of differences in school curricula).

Notice: A student who is accepted for transfer will be required to successfully complete and pass the Capstone Examination associated with the year prior to the one into which the student is transferring.

**A. Minimum Requirements to be Eligible for Consideration for Transfer**

The candidate must …

1. have successfully completed at least the first year (equivalent of two semesters) of veterinary curriculum at an AVMA accredited college of veterinary medicine,
   a. the school may be in the U.S. or international location
   b. “successful completion” means “in good academic standing” (not on academic warning, probation or dismissal status)
   AND
2. have obtained the equivalent of a 3.0 cumulative GPA in the DVM program,
   AND must not have received a D, F, or unsatisfactory grade of any kind since enrolling in veterinary school,
   AND
3. have a preveterinary academic record comparable to currently enrolled DVM students or have performed sufficiently well in the current veterinary program to suggest future academic success; see website for academic statistics of previously admitted students: [http://csu-cvmbs.colostate.edu/dvm-program/Pages/Compare-Previous-Admitted-DVM-Classes.aspx](http://csu-cvmbs.colostate.edu/dvm-program/Pages/Compare-Previous-Admitted-DVM-Classes.aspx),
   AND
4. provide evidence of noncognitive attributes comparable to currently enrolled DVM students. See websites for non-academic factors considered in the evaluation process: [http://csu-cvmbs.colostate.edu/dvm-program/Pages/Understanding-the-DVM-Entrance-Evaluation](http://csu-cvmbs.colostate.edu/dvm-program/Pages/Understanding-the-DVM-Entrance-Evaluation) and [http://csu-cvmbs.colostate.edu/Documents/dvm-admissions-philosophy.pdf](http://csu-cvmbs.colostate.edu/Documents/dvm-admissions-philosophy.pdf).
If a veterinary student with an interest in transferring to the CSU DVM program meets ALL of the minimum requirements listed above, he/she may apply to the DVM program.

B. Application for Transfer to the CSU DVM Program

1. Notice of intent – Applicants first send an electronic notification of intent to apply for transfer to the Assistant Dean for Veterinary Admissions and Student Services through janet.janke@colostate.edu. The communication should include the following information:

   a. explanation of why the candidate wishes to apply for transfer
   b. self reported most recent GRE scores
   c. name of current college of veterinary medicine attending
   d. attached resume (include veterinary, animal, and other jobs/experiences)
   e. attached unofficial copy of DVM program transcript
   f. attached unofficial copy of undergraduate transcript(s)
   g. a self-reported comparison of the two schools’ curricula plus an indication of potential curricular topics in which the applicant might be deficient. Please go to http://csu-cvmbs.colostate.edu/Documents/dvm-term-schedule.pdf for detailed information about the veterinary curriculum.

   The Assistant Dean for Veterinary Admissions and Student Services will verify the candidate has met minimum standards for transfer and will consult with the Associate Dean for the Veterinary Academic and Student Affairs to determine if there is an open position in the class into which the candidate would transfer. It may be that the administration will not know if an open position will exist in the year into which the candidate wishes to transfer. Candidate must wait for a reply from the Assistant Dean for Veterinary Admissions and Student Services before proceeding to the Application Phase (#2 below).

2. Application – Once the candidate has received approval to proceed, he/she should complete the application process by sending the following items to janet.janke@colostate.edu.

   a. official copies of all transcripts and GRE scores
   b. copy of original VMCAS application (if not available, our office will provide a pdf copy for the candidate to fill out and submit via email)
   c. three letters of recommendation:
      1) Dean of Student Affairs of applicant’s college of veterinary medicine. This letter should address the applicant’s academic performance and should substantiate the student’s reasons for requesting transfer. Further, the applicant should provide contact information of this individual.
      2) faculty member who has taught applicant in his/her current college of veterinary medicine within the last year. This letter ideally would address academic performance,
peer interactions, and any other comments the faculty member would like to make about the applicant.

3) applicant choice – suggestions are previous employer, veterinarian, academic advisor (anyone other than a family member).

d. application fee: Check for $60.00 addressed to CSU Office of Admissions

e. copy of the applicant’s DVM curriculum and course syllabi (or URL address to website if details are available to the public on the internet). Information should include course summary, list of topics covered and any other information that will help to compare with the CSU curriculum.

f. In addition, the applicant must fill out and submit the Colorado Supplemental Application. Information about how to access and submit will be provided to the applicant as needed.

C. Evaluation – The evaluation process will occur in two phases

1. Phase 1 - Admissions Committee. A subcommittee of at least three members of the CSU Veterinary Admissions Committee will evaluate the candidate’s application materials. The subcommittee will make a recommendation to the Dean of the College of Veterinary Medicine and Biomedical Sciences to admit or deny admission. Criteria for selection will be the same as for any candidate admitted to the DVM program, with added consideration given to performance within the applicant’s current DVM program.

If the applicant receives a recommendation for admission, the applicant’s materials will move to Phase 2 of the evaluation process:

2. Phase 2 - Associate Dean for Veterinary Academic and Student Affairs and/or the Chairperson of the DVM Curriculum Committee will review and compare curricular content of both veterinary programs. The outcome of this analysis will result in a recommendation of how the curricular requirements of the CSU veterinary program could be met by the candidate. As mentioned previously, this may involve a year or more of “make up” courses to meet the CSU graduation requirements.

D. Notification Once the Associate Dean or Chairperson has developed a curricular plan, the candidate will be notified of the plan. If the plan is not acceptable by the candidate, no offer will be made. If the curricular plan is acceptable, an offer of admission will be made by the Dean of the College.