



Campus Transfer Procedure

Reason for Procedure

Students who are accepted to the University of Minnesota College of Pharmacy affirm placement on a specific campus when they sign the letter of intent. The college expects students to honor the commitment they made when they accepted placement to a campus. Transferring campuses within the college is therefore only permitted under certain circumstances. Both of the following criteria must be met in order for a campus transfer to be approved:

- 1) The enrollment maximum has not been met on the requested destination campus.
- 2) The student has encountered unforeseen circumstances that provide a compelling reason for a campus transfer. Compelling reasons typically involve support of a family member, health-related needs, significant financial reasons, or a specific career or learning opportunity on the other campus.

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Students wishing to apply for a campus transfer should fill out this form: z.umn.edu/campustransfer and email any additional documentation that substantiates the request to the Director of Student Services (haegx002@umn.edu). You may be asked to provide additional documentation depending on the circumstances.

The college's associate deans representing both campuses will review the request and respond within two weeks. They reserve the right to defer a final decision on a campus transfer request until the end of a given semester, in order to evaluate alongside other campus transfer requests.

Students wishing to submit a campus transfer request must have completed at least one semester in the PharmD program. Applicants who have not yet matriculated to the college and would like to petition to transfer campuses must complete a Campus Assignment Appeal.