



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 rarely permitted.

The college realizes, however, that under rare and specific circumstances, conditions arise where a campus transfer can be granted. 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 nor exceeded on the requested destination campus.
- 2) The student has encountered unforeseen circumstances that provide a compelling reason for a campus transfer.

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Students wishing to apply for a campus transfer should [fill out this form](#) and email any additional documentation, such as a [Medical Supplement](#) to document medical condition, financial statements, or other supporting materials that substantiates the request to the Director of Student Services (haegx002@umn.edu).

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.

Frequently Asked Questions

Q: What are examples of transfer requests that have or have not been granted in the past?

A: Examples of campus transfer requests that have been approved in the past:

- Single parent's child care arrangements changed, family care could no longer be provided while the student attended school on the other campus.
- Student's parent developed significant health issues which necessitated on-site assistance and care from the student.

- Student's health deteriorates, and the optimal health care provider for the student's condition is located near the other campus.

Rationale: These are situations that developed after the student accepted an offer in the college, were unforeseen, and may have caused hardship and/or serious, negative consequences if the campus transfer had not been granted.

Examples of campus transfer requests that have NOT been approved in the past:

- Student's spouse or significant other lives and works in the other city.
- Student and spouse own a home in the other city.
- Student could live more inexpensively in the other city.

Rationale: These are situations that existed at the time the student accepted an offer to the college.

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