



University of Puerto Rico/Medical Sciences Campus  
Deanship for Academic Affairs  
**TRANSFER CREDIT POLICY AND GUIDELINES**



Approved by CIPE on April 29, 2015.

**UPDATED: September 15, 2021**

The University of Puerto Rico (UPR), Medical Sciences Campus (MSC) may grant transfer credit to students pursuing an undergraduate or graduate degree in accordance with the guidelines discussed here. In general, credit will be awarded for coursework of comparable content, level, and scope if completed at fully accredited colleges or universities. Credits earned at foreign post-secondary institutions may be evaluated for transfer if the institution is recognized by the local Department of Education as a degree-granting institution. The academic programs of MSC determine how credits may be applied to fulfill graduation requirements.

This policy applies to students transferring from an external institution, within the UPR, and to students that were granted special permission to take a course within the UPR or at an external institution with the purpose of transferring the credits back to the institution of origin.

Each MSC program will decide and publicize the requirements for transferring to the program and the admissions process. This policy is specific to the transfer of credits only.

#### GENERAL GUIDELINES

1. The course must be similar in content, level and learning objectives to the offering of the MSC and must fulfill a requirement in the student's curriculum. Academic departments/programs will determine transferability after evaluating courses syllabi and the schools' Associate Dean will have the final determination.
2. Transfer students must provide the syllabi for each course they want to transfer. The overall curriculum content and learning objectives must be similar to the MSC offerings when evaluated as a whole curriculum and must fulfill the curriculum requirements. If the learning objectives, level and content are equivalent to the MSC offerings, experiential and other non-traditional learning methods will be evaluated. Also, it will be evaluated if the student met the objectives based on the learning objectives and the assessment system used, including the competency-based assessments. This will be done, by each Program, in a student-by-student basis.
3. Transfer students requesting graduation must complete the last year of studies in the Faculty that will grant the degree. In addition, credits awarded will not exceed 50% of the credits needed for graduation.
4. Undergraduate and first level professional programs will award credit for courses approved with C or higher. Graduate programs will award credit for courses approved with B or higher.
5. Transfer credit from external institutions is not considered for GPA calculation.
6. The grades of transfer credit within the UPR are utilized for GPA calculation.
7. MSC does not grant transfer credit for:
  - a) College Level Examination Program (CLEP) tests Remedial courses.
  - b) Continuing education courses.
  - c) Courses taken at other institutions when the student is under academic suspension.

- d) Courses approved with grades of D.
  - e) Non-credit offerings, technical, vocational, professional, and work experience/co-op credits from other institutions.
  - f) Basic and general courses approved  $\geq 10$  years.
  - g) Core, professional or specific specialty courses approved  $\geq 6$  years.
  - h) Courses already used to earn a degree.
8. Each program establishes the maximum number and type of transfer credits they will approve.
  9. Courses with the same coding offered in any unit of the UPR will be considered equivalent. If coding differs, equivalency will depend on similarity of content and objectives as established by the academic program.
  10. Coursework taken at a foreign institution must be evaluated for United States institution equivalence by a credential evaluation service recognized by the US Department of Education. Accredited programs may only consider transfer credit from accredited schools as established by their accrediting agencies.

## CREDIT HOURS CONVERSION

### Trimester-Semester Conversion

1. To convert trimester credits to semester credits, multiply by 0.67.
2. To convert semester credits to trimester credits, multiply by 1.5.

The credit/hour equivalencies for Schools and programs that use this unit are as follows:

1. Lecture, discussion, seminar and active learning sessions including experiential learning – one credit is equivalent to one hour (1:1) weekly during a semester of 18 weeks or a trimester of 12 weeks.
2. Laboratory – one credit is equivalent to 2-3 hours (1:2, 1:3) weekly during a semester of 18 weeks or a trimester of 12 weeks.
3. Undergraduate clinical instruction or clinical practice – one credit is equivalent to 3-7 hours (1:3 to 1:7) weekly during a semester of 18 weeks or a trimester of 12 weeks.
4. Graduate clinical instruction or clinical practice – one credit is equivalent to 2-8 hours (1:2 to 1:8) weekly during a semester of 18 weeks or a trimester of 12 weeks.
5. Professional doctorates practice, masters applied practices experiences or clinical instruction (other than MD & DMD) & Advanced.  
Practice clinical instruction - one credit is equivalent to 3-48 hrs. (1:3 to 1:48) weekly during a semester of 18 weeks or a trimester of 12 weeks.
6. Independent study, supervised research and thesis – one credit is equivalent to 2- 30 hours (1:2, 1:3 to 1:30 in Doctoral programs under Biomedical Sciences Graduate Program (BSGP)) weekly during a semester of 18 weeks or a trimester of 12 weeks.
7. Out of classroom time for a course should be a minimum of two hours for each hour of classroom or direct faculty instruction, as defined by the U.S. Department of Education. Required out of classroom times may be above the stated minimum depending on the nature of the course and accrediting agencies requirements.

At the School of Medicine, Medical Doctor Program (MD), the official unit to grant credit for courses taken towards the degree is the total hours of the course per academic year. For students requesting transfer of credits, be it for courses taken at other institutions and pre-approved by the school or for

students transferring for advanced placement for the third year, equivalencies of credits are evaluated using the Table Transfer of Credits Equivalencies (See Appendix 1).

#### **MILITARY CREDIT**

The document: *Ley 203- Carta de Derechos del Veterano Puertorriqueño del Siglo XX1 Guías Certificación Estudiantes Veteranos UPR* establishes the guidelines to implement this law in the UPR system. Veterans and dependents must present eligibility documents to the receptor unit when applying for permission to take a course at another unit of the UPR system. To apply for the benefit of priority in admission the student veteran and their dependents must meet on equal terms as other applicants the minimum academic requirements established in the UPR. This applies to maximum capacity of each academic offering.

#### **ARTICULATION AGREEMENTS**

Appendix 2 presents the current MSC programs that hold articulation agreements with UPR units. Articulation agreements may vary according to MSC needs.

#### **ADVANCED STANDING ADMISSION**

The Doctor of Medicine Program only consider applications for transfer to the third year level from students who attend Liaison Committee on Medical Education (LMCE) accredited schools. See advanced standing admission procedures at <https://md.rcm.upr.edu/md-program/>.

The Doctor of Pharmacy Program only consider applications for transfer to the second professional year from students who attend Accreditation Council on Pharmacy Education (ACPE) accredited schools. See advanced standing admission procedures at <http://farmacia.rcm.upr.edu/admission/adm-doctor-of-pharmacy/>.

The Doctor of Dental Medicine only consider applications for transfer to the second or third year from students who attend Commission on Dental Accreditation (CODA) accredited institutions. See advanced standing admission procedures at <https://dental.rcm.upr.edu/>.



**TRANSFER OF CREDITS EQUIVALENCIES  
MEDICAL DOCTOR PROGRAM  
SCHOOL OF MEDICINE**

MD PROGRAM --- Minimum of **4,692** hours equivalent to 261 credits in credit/hours

Year I MD		Recommended hours (MD)	Minimum Contact Hours (MD)	Equivalent Credit in Credit/Hours (18)	Maximum Contact Hours (MD)	Equivalent Credit in Credit/Hours (18)
MPRI 7117	Medical Histology	90	90	5.00	100	5.56
MPRI 7119	Fundamentals of Molecular Medicine	99	99	5.50	121	6.72
MPRI 7120	Human Physiology	144	144	8.00	176	9.78
MPRI 7127	Public & Population Health/Preventive Medicine	18	18	1.00	22	1.22
MPRI 7130	Integration Seminar I	54	54	3.00	66	3.67
MPRI 7136	Neurosciences	99	99	5.50	121	6.72
MPRI 7137	Human Behavior	45	45	2.50	55	3.06
MPRI 7138	Introduction to Clinical Skills	75	68	3.78	82	4.56
MPRI 7139	Human Development	75	68	3.78	82	4.56
MPRI 7140	Medical Gross Anatomy & Embryology	158	158	8.78	192	10.67
MPRI 7145	Medical Ethics I	16	16	0.89	18	1.00
MPRI 7155	Introduction to Clinical and Translational Research	40	40	2.22	44	2.44
Year II MD						
MSEG 7215	Pathology & Introduction to Laboratory Medicine	146	146	8.11	178	9.89
MSEG 7216	Infectious Diseases	126	126	7.00	154	8.56
MSEG 7217	Introduction to Medical Pharmacology	99	99	5.50	121	6.72
MSEG 7218	Fundamentals of Clinical Diagnosis	110	90	5.00	110	6.11
MSEG 7229	Psychopathology	36	36	2.00	44	2.44
MSEG 7230	Mechanisms of Disease	113	113	6.28	137	7.61
MSEG 7236	Integration Seminar II	49	49	2.72	59	3.28
MSEG 7237	Fundamentals of Clinical Epidemiology and EB Medicine	36	36	2.00	44	2.44
MSEG 7245	Medical Ethics II	16	16	0.89	18	1.00

Year III MD			Minimum Contact Hours (MD)	Equivalent Credit in Credit/Hours (18)	Maximum Contact Hours (MD)	Equivalent Credit in Credit/Hours (18)
MTER 7310	Psychiatry	240	80	4.44	240	13.33
MTER 7316	Pediatrics Clerkship	360	320	17.78	480	26.67
MTER 7318	Obstetrics and Gynecology Clerkship	240	160	8.89	320	17.78
MTER 7320	Introduction to Diagnostic RadioNuclear Medicine	80	40	2.22	120	6.67
MTER 7325	Clinical Internal Medicine Clerkship	400	400	22.22	560	31.11
MTER 7326	Clinical Surgery Clerkship	360	320	17.78	480	26.67
Year IV MD						
MCUA 7418	Neurology Clerkship	80	40	2.22	80	4.44
MCUA 7427	Public Health	120	108	6.00	160	8.89
MCUA 7437	Introduction to Clinical Psychiatry	40	40	2.22	80	4.44
MCUA 7438	Dermatology Clerkship	40	40	2.22	80	4.44
MCUA 7439	Ethical, Adm, Legal and Econ Aspects of Population Health	40	40	2.22	60	3.33
MCUA 7440	Family Medicine Clerkship	160	80	4.44	240	13.33
MCUA 7445	Medical Ethics III	16	16	0.89	18	1.00
MCUA 7429	Internal Medicine Junior Clerkship	160	160	8.89	320	17.78
	Selective Junior Internships	160	160	8.89	320	17.78
Electives MD (minimum 560 hours*equivalent to 31 credits in credit/hours)						
MMFA 7010	Family Medicine Clinical Clerkship		80	4.44	240	13.33
MOBG 7010	Applied Obstetrics and Gynecology		80	4.44	240	13.33
MPED 7010	General Pediatrics		80	4.44	240	13.33
MPSI 7010	Psychiatry Clerkship		80	4.44	240	13.33
MCIR 7010	General Surgery Sub Internship		80	4.44	240	13.33
MCIR 7004	Trauma Surgery Sub Internship		150	8.33	170	9.44
MMED 7057	Emergency Medicine		80	4.44	240	13.33
	<i>*may be taken since the summer of Year I.</i>	560				
<b>Approved by the Curriculum Committee:</b>			<b>3/13/15</b>			

## **Appendix 2**

### **Medical Sciences Campus Articulation Agreements**

1. MSC Bachelor of Nursing holds articulation agreements with the following UPR units:
  - a. Carolina Campus
  - b. Bayamón Campus
  
2. MSC Associate Degree in Dental Assistant holds articulation agreements with the following UPR units:
  - a. Carolina Campus