



DVM Program Transfer Policy

Updated spring 2023

Overview

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 be advised that the DVM curriculum from one school rarely matches that of another; thus a transfer usually involves loss of time, commonly a year. All transfer students will be classified as nonsponsored regardless of her or his state of residency. This includes international transfer candidates.

Nonsponsored status can significantly increase the cost of tuition. State of Colorado 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. Additionally, transfer openings often occur very close to the start of the requested semester and may require very timely responses from the applicant as well as a short notice to join the DVM program.

Transfer students who matriculate are required to take any Capstone exams required of their class cohort. Students matriculating during the second or third year of the program will take the Capstone I or Capstone II exam, respectively. These exams consist of an online portion due before the Fall semester and an in-class portion administered on the first day of the new semester. If the offer of transfer occurs 6 weeks or more before the start of the semester, the student will be required to take and pass the online Capstone I or II exam. They will be encouraged to take the in class Capstone I or II exam without penalty, in order to identify limitations. Students transferring into the CSU curriculum less than 6 weeks before the start of the semester will be encouraged to take both exams, but neither will be required. Students entering the Program as a 4th year student will be required to complete and pass Capstone III. More information on capstone will be provided at the time of registration.

Transfer Application Deadlines

Requests for **Fall** Semesters: Applications must be received by **June 1**

Requests for **Spring** Semesters: Applications must be received by **November 15**

Minimum Eligibility Requirements

To be eligible for consideration the candidate must...

1. Have successfully completed at least one year (equivalent of two semesters) of the veterinary curriculum at an AVMA accredited college of veterinary medicine
 - a. The school may be in the U.S. or an international location
 - b. "Successful completion" implies that the student is in good academic standing and not on academic warning, probation, or dismissal status. **Additionally, a student must be currently enrolled and not withdrawn from a program at the time of applying for a transfer position.**
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. If a student repeats a course for grade improvement, the original grade is still considered. If the original grade is a D or F, the student is ineligible for a transfer position.
3. Have a pre-veterinary academic record comparable to currently enrolled DVM students or have performed sufficiently well in his or her current veterinary program to suggest future academic success. For academic statistics of previously admitted students [click here](#).
4. Be able to provide evidence of non-cognitive attributes comparable to currently enrolled DVM students. Click [here](#) for a list of such factors considered in evaluation.

If the candidate feels that she/he meets ALL of the above criteria, then the candidate should proceed to the transfer application process described below.

Transfer Application Process

Step 1 Preliminary Application: Submit the following documents to the Admissions Committee through Shannon.Henshaw@colostate.edu. All questions regarding this step in the application process should be directed to Shannon Henshaw using the email above.

- [Transfer Application](#)
- A letter detailing your interest in veterinary medicine and an explaining why you wish to transfer.
- Copy of VMCAS application.
 - If you are unable to locate a copy of your VMCAS application please, request a copy by emailing dvmadmissions@colostate.edu. In your request, include the fall term that you intended to start classes when you completed the application. (For example, if you applied for school in August of 2020, you intended to start classes in fall 2021.)
- Unofficial** copy of DVM program transcript. Please **do not submit password protected documents**.
- Two letters of recommendation, one from each of the following:

- Faculty member who has taught applicant in his/her current college of veterinary medicine within the last year. Ideally this letter would address academic performance, peer interactions, and any other comments the faculty member would like to make about the applicant
- Veterinarian who has experience with the applicant in a practical setting such as clinical work, research, ambulatory practice, animal rehabilitation, etc.
- A self-reported comparison of the two schools' curricula plus an indication of potential curricular topics in which the applicant might be deficient. The following sites will assist in creation of the document.
 - [Template for Curriculum Comparison](#). You may use the template provided, or you can create your own document using the same format provided in the template.
 - [CSU DVM Curriculum](#)
 - [General Catalog](#) to find course descriptions.

If, based on the above documents, it is determined that the candidate has met the minimum requirements for acceptance into the program, AND it is determined that there is a suitable opening, then the candidate will be contacted and advised to proceed to step 2 in the transfer application process.

Step 2- Final Application Process: Submit the following documents to Shannon.Henshaw@colostate.edu. All questions regarding this step should be directed to Shannon Henshaw using the email provided in Step 1.

- Official copies of DVM transcripts
- Official copies of undergraduate transcripts
- Letter of Good Standing from the Dean of Student Affairs of the applicant's current veterinary program. 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.
- Complete and submit the Colorado Supplemental Application. Information on how to access and submit this document will be provided.
- Application fee: check for \$80.00 made out to CSU Office of Admissions and mailed to CVMBS, Attn: DVM Admissions Operations; 1601 Campus Delivery; Fort Collins, CO 80523.
- If requested, a copy of the applicant's DVM curriculum and course syllabi (or URL address to website if details are available online). Information should include a course summary, list of topics covered, and any other information that will help the committee compare curriculums between the two schools.

Application Evaluation

After the final application materials are submitted in step 2, above, the following evaluation process will be used to determine if and how the candidate will be admitted to the program. The evaluation process occurs in three phases.

Phase 1-- Recommendation on Curricular Requirements: The 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 previously mentioned, this may involve a year or more of “make up” courses to meet the CSU graduation requirements.

Phase 2 -- 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

Phase 3-- Notification: Once the Veterinary Admission Committee recommends admission AND 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, the Dean of the College will make an offer of admission.

Enrollment in the Program

Once the offer has been accepted, the candidate will work with the DVM Office of Admissions to complete the Accountable Student Agreement and other necessary paperwork to initiate the enrollment process.