



UNIVERSIDAD DE PUERTO RICO, RECINTO DE CIENCIAS MÉDICAS
UNIVERSITY OF PUERTO RICO, MEDICAL SCIENCES CAMPUS



DECANATO DE ESTUDIANTES
DEANSHIP OF STUDENTS

OFICINA CENTRAL DE ADMISIONES
CENTRAL ADMISSIONS OFFICE

ALL PROSPECTIVE CANDIDATES FOR TRANSFER TO THIRD YEAR CLASS OF THE SCHOOL OF MEDICINE

APPLICATION FOR ADMISSION TO ADVANCED STANDING

At your request, we are enclosing information about our requirements and the application forms for students requesting transfer from other medical schools.

Please note that our School of Medicine will only consider applications for transfer to the third year level from students who attend Liaison Committee on Medical Education (LMCE) accredited medical schools in Puerto Rico or mainland USA. Definitely, applications from students who attend foreign or USA schools, not accredited by the LCME, will not be considered for transfer.

Please read all the instructions carefully before you fill your application form.

An application fee of \$33.00 is required from each applicant before submitting the application for admission to the School of Medicine. The payment of this fee should be made by check or money order payable to the University of Puerto Rico. If you prefer, you can pay directly at the Collector's Office of the Medical Sciences Campus (located on the 2nd floor of the main building); VISA, MasterCard, American Express or ATH may also be used.

The Admissions Committee will only evaluate those applicants who fulfill all our requirements and have passed the USMLE – Step I examination no later than June 30th of the application year. Applications will only be evaluated if space is available.

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Revised: October 2016

A. POLICIES FOR APPLICATION AND SELECTION TO ADVANCED STANDING FOR STUDENTS FROM OTHER LIAISON COMMITTEE ON MEDICAL EDUCATION ACCREDITED MEDICAL SCHOOLS:

The Admissions Committee of the School of Medicine will only consider applications for transfer to the third year level of studies at our school from students who attend Liaison Committee on Medical Education (LCME) accredited medical schools in Puerto Rico or US mainland.

Students who wish to apply must comply with the following requisites:

1. Candidates must have completed all previous medical education at a Liaison Committee on Medical Education (LCME) accredited medical school in Puerto Rico or the US mainland. Students who have made all or part of their studies at schools which are not accredited by the LCME will not be considered for transfer to the third year level of studies at our school.
2. Candidates must be students in good standing in a LCME accredited medical school within the year prior to application for admission. Applicants must have been promoted to the third year of medical studies by the corresponding Advancement Committee of the medical school in which the student has been enrolled.
3. Candidates must send updated official transcript(s) from all schools of medicine and all undergraduate colleges attended to evidence completion of an equivalence of our premedical requirements and at least the first two years in our medical curriculum.
4. Candidates must present three letters of recommendation from their current medical school. These must be from professors who taught the candidate a clinical, basic sciences and/or research course.
5. Candidates must present the Medical Student Performance Evaluation (MSPE) (previously known as the Dean's letter) of the medical school in which they are enrolled. This MSPE letter must include the following statements:
 - a. Recommendation of advancement to the third year medical studies.
 - b. The student's class ranking with the cumulative academic performance at the end of the second year of medical school.
 - c. A declaration of any and all professionalism concerns/incidents.
6. A one-page, double-spaced personal statement where the student explains the reasons for requesting transfer to the School of Medicine, Medical Sciences Campus of the University of Puerto Rico.

7. Students must provide evidence of having passed the Step I of the United States Medical Licensing Examination (USMLE) no later than June 30th of the year for the transfer request.
8. Candidates must submit a *curriculum vitae* which includes extracurricular activities such as research, publications and presentations, volunteer work, leadership roles, special talents, honors and interest.
9. Qualified candidates will be interviewed following the established guidelines of the Admissions Committee.
10. Candidate's academic performance including their premedical (admissions requirements) and medical studies will be evaluated.

The deadline for submission of complete application, as well as the application fee, is May 30th of the year the candidate is requesting transfer.

Since the University of Puerto Rico, School of Medicine is a state supported institution; priority will be given to residents of Puerto Rico or those who demonstrate strong ties with Puerto Rico.

B. APPLICATION FOR ADMISSION TO ADVANCED STANDING:

The application form must be fully completed before being submitted for consideration by the Admissions Committee. A complete application consists of:

1. Official transcripts from all universities attended.
2. An official transcript from the School of Medicine where the applicant is enrolled.
3. Medical Student Performance Evaluation (MSPE) (previously known as the Dean's letter) of the medical school in which they are enrolled. This MSPE letter must include the following statements:
 - a. Recommendation of advancement to the third year medical studies.
 - b. The student's class ranking with the cumulative academic performance at the end of the second year of medical school.
 - c. A declaration of any and all professionalism concerns/incidents.
 - d. Three letters of recommendation from their current medical school. These must be from professors who taught the candidate a clinical, basic sciences and/or research course.
4. Evidence of having requested and/or taken for the USMLE Step I.

5. A one-page, double-spaced personal statement where the student explains the reasons for requesting transfer to the School of Medicine, Medical Sciences Campus of the University of Puerto Rico.
6. A *curriculum vitae* which includes extracurricular activities such as research, publications and presentations, volunteer work, leadership roles, special talents, honors and interest CV.
7. Premedical requirements (including MCAT Scores):

- a. The School of Medicine endorses the general policy of the Medical Sciences Campus in encouraging its applicants to seek the broadest educational formation available prior to their training in the field of the health professions. **Therefore, the candidate must present evidence of the successful completion of bachelor's degree in a college or university accredited by the Council of Higher Education or the corresponding US accrediting agency, and must show a minimum general and science grade point average of 2.50 on a scale where A is four, or its equivalent. The total coursework must include the following:***

General Chemistry	8 semester hours or 12 quarter hours
Organic Chemistry	8 semester hours or 12 quarter hours
*Physics	8 semester hours or 12 quarter hours
*Biology	8 semester hours or 12 quarter hours
*Behavioral & Social Sciences (<i>Sociology, Psychology, Political Sciences, Economics or Anthropology</i>)	12 semester hours or 18 quarter hours
**Spanish	12 semester hours or 18 quarter hours
**English	12 semester hours or 18 quarter hours

** These requirements are in addition to the basic introductory courses required at some colleges or universities. Basic introductory courses in the Social Sciences may not be substituted for the particular credit hours stipulated in this list.*

*** Six (6) semester hours in Advanced or Honor courses in English and Spanish acceptable to the Admissions Committee and approved with a grade of A or B per semester may substitute for the twelve (12) semester hours required; nevertheless, the total minimum number or semester hours will still apply.*

- b. In addition to the above list, the Admissions Committee of the School of Medicine will take into consideration the applicant's Medical College Admission Test scores.

8. A non-refundable fee of \$33.00 is required by our Institution. Candidates should send their certified check or money order payable to the University of Puerto Rico. Applicants from Puerto Rico should pay directly at the Collector's Office of the Medical Sciences Campus, which in addition to the above; accepts payment made with VISA, Master Card or ATH.

All the above mentioned documents must be submitted to the Central Admissions Office by May 30th of the year of transfer request.

Application forms for admissions to this School of Medicine may be obtained in person or writing form:

Central Admissions Office
Medicine Advanced Standing
UPR - Medical Sciences Campus
PO Box 365067
San Juan, PR 00936-5067

TIMETABLE FOR ADMISSION

Advanced Standing Applications: available January 15th of the year of transfer request.

Deadline for Applications: May 30th of the year of transfer request.

Acceptance notification: no later than the first week of August of the year of transfer request.

Applicant response to acceptance offer: no later than one week after acceptance notification

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