

## **BOUCHER INSTITUTE POLICY**

**Policy Title:** Transfer Credit and Advanced Standing

**Date of Initial Board Approval:**

**Date of Last Approved Revision:** January 13, 2021

**Person(s) Responsible for Implementation & Adherence:** Associate Dean of Academics, Director of Academic Affairs, Associate Dean of Clinical Studies, Department Chairs

**Related Procedures:** Admissions Policy, Admissions Procedure, Transfer and Advanced Standing Procedure

### **Purpose:**

The purpose of this policy is to establish criteria for providing transfer credit and advanced standing, to define the general criteria for the awarding of credit, and to outline the bases upon which such credit is awarded. The transfer credit procedure must maintain the academic integrity of BINM's courses and program.

**SCOPE AND LIMITS:** This policy applies to applicants to and students of the Doctor of Naturopathic Medicine program.

### **STATEMENT OF POLICY PRINCIPLES**

1. The primary purpose of transfer is to increase student accessibility to post-secondary education by facilitating mobility between BINM and other post-secondary institutions.
2. Courses or programs taken at recognized institutions will be considered through transfer credit.
3. Requests for credit for learning achieved through life and work experience will be considered for recognition through Prior Learning Assessment and Recognition (PLAR).
4. Students who have completed courses / programs from other recognized institutions that have been assessed in accordance with the Transfer Credit Procedure and considered to be equivalent to BINM courses will be granted transfer credit.
5. Whenever possible, direct (assigned) credit will be granted for specific courses or disciplines rather than unassigned credit in an unspecified area, in order to maximize a student's ability to satisfy program requirements and/or course prerequisites.
7. Block transfer may be awarded for completed programs from recognized CNME accredited institutions or relevant medical board exams.

8. All requests for transfer credit require the submission of appropriate supporting documentation.