



## **The Medical College of Georgia Office of Academic Affairs**

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### **Preclerkship Campus Transfer Policy**

The MCG Admissions Office makes pre-clerkship campus assignments to Augusta, Athens or Savannah campus as a part of the admission process.

Campus change requests may be granted under one of the following conditions:

1. Health concerns
2. Family issues including change in marital status
3. Academic poor performance that may be positively influenced by a change in campus
4. Extenuating circumstances

Because of possible differences in sequencing of the curriculum between campuses, a student who petitions to change campuses may be required to repeat a portion or all of the first-year curriculum.

A student requesting re-assignment must first request a meeting with the Associate Dean for Curriculum or Associate Dean for Student Affairs at the campus where he/she is currently assigned.

The Associate Dean for Regional Campus Coordination, Associate Dean for Student Affairs, and Associate Dean for Curriculum review the request and make a recommendation to the Vice Dean for consideration within two weeks of the original request from the student.

Re-assignment is made based upon the merits of the request, the availability of space at the appropriate campus, and the best interests of the student and MCG. The student is notified of the final decision in writing and if approved, the appropriate offices are notified (registrar, student affairs, curriculum, etc.) Any costs incurred due to the reassignment are the sole responsibility of the student.