

Pursuant to Article 55 of the Statute of the School of Medicine in Split, and in conjunction with Article 1 of the Regulations on study programs and study organization and implementation at the University of Split from 24 September 2020, the Faculty Council of the School of Medicine in Split at its 27th regular session held on 22 February 2023 brought the following

**REGULATIONS
ON TRANSFERS FROM OTHER UNIVERSITIES TO THE STUDY PROGRAM
MEDICINE IN ENGLISH AT THE SCHOOL OF MEDICINE IN SPLIT**

Article 1

These Regulations on transfers from other higher education institutions to the University of Split School of Medicine (hereinafter: Regulations) govern the conditions and procedure for transferring from other higher education institutions to the School of Medicine in Split (hereinafter: the School) for students from study programs which are aligned with the Bologna Process.

Article 2

- (1) These Regulations govern the possibility of transferring to the integrated study program Medicine in English.
- (2) Transfer from one study program to another study program within the School is not possible.

Article 3

- (1) Students can transfer to the study program from Article 2 Paragraph 1 exclusively from human medicine study programs implemented at the universities in the EU and in the EEA member states, i.e., from the universities with which the School has a collaboration agreement.
- (2) Transfers from schools of medicine outside the Republic of Croatia are carried out in the manner established by the law governing the academic recognition of foreign educational qualifications and the study period.
- (3) In the process of recognizing previous studies, the Committee appointed by the competent vice dean issues the opinion on the conditions for the continuation of studies for students who are studying outside the Republic of Croatia, taking into account the degree of compatibility and the quality of the program implementation, the openness of the European academic space and the legal framework in the Republic of Croatia.

Article 4

- (1) The total number of students who can transfer from other higher education institutions is limited by the decision of the University on the maximum capacity of the School.
- (2) Transfers are allowed only to the 2nd, 3rd and 4th year of studies.
- (3) Transfer and enrolment into a specific year of study is possible if the sum of regularly enrolled students together with students who are repeating a study year or a particular course, and students who are allowed to transfer does not exceed 10% of the enrolment quota approved by the decision on maximum capacity of the School.



(4) If there is a need to affiliate the student to a year of the study program, the student will be considered a student of a higher year of study if they enrolled at least 42 ECTS credits from that year of the study program.

(5) Students who have been approved transfer from medicine study program from other universities are enrolled with the obligation to pay the tuition fee valid in the year of enrolment.

Article 5

(1) Student may be granted transfer under the following conditions:

- they passed all required exams and met other conditions for regular enrolment in the higher year of studies at the university from which they are transferring,
- they have a total grade point average of at least 3.5 from all passed courses.

Article 6

(1) If more applicants than the number determined by the decision from Article 4 meet the requirements, priority is given to applicants who have a better grade point average in accordance with Article 5, paragraph 1, item 2.

Article 7

(1) The request for transfer to the upcoming academic year must be submitted by 31 July in the current academic year.

(2) Apart from the formal request for transfer with contact information, the prospective student must submit:

- completed application form,
- proof of paid enrolment fee,
- CV,
- motivation letter,
- proof of knowledge of the English language,
- transcript of passed exams with grades and acquired ECTS credits in English or Croatian,
- certified curriculum of the current study program in English or Croatian,
- proof of continuity of studies (through grade transcripts),
- proof of citizenship (e.g. birth certificate, passport photocopy).

Article 8

(1) The Teaching Committee reviews the requests for transfer and gives the opinion on the fulfilment of the requirements and the justification of the applicant's transfer request to the Vice-Dean for the relevant study program.

(2) The Vice-Dean for the relevant study program decides in the first instance and makes a decision on the transfer.

(3) The Dean decides in the second instance based on the appeal.

(4) Student whose application for transfer has been approved can enrol at the study program within 8 days of the adoption of the aforementioned decision.

Article 9

(1) At the request of the Teaching Committee, departments carry out the assessment of the equivalence of courses. They compare the weighted load of ECTS credits, teaching hours,



course content and learning outcomes. If the difference between the curricula for an individual course is greater than 20%, the course cannot be recognized in its entirety, and student must take and pass a differential exam.

(2) The final decision on the transfer application is made by the vice dean for the relevant study program, and the contract with the student is signed by the Dean of the School.

(3) The decision on continuation of education regulates which courses are recognized, the amount of tuition fees, the status of the differentiating year (if the curriculum is not aligned in full), and which courses from the differentiating year are enrolled.

(4) Precaution needs to be taken that the timetables of courses do not overlap when the curriculum is customized for the student, and the prerequisites for enrolling and taking the courses must be in accordance with the curriculum.

Article 10

These Regulations enter into force on the day of their adoption and are published on the School's website.



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