

Pursuant to Article 50 of the University of Split School of Medicine Statute, and in connection with the Regulations on Studies and the Study System at the University of Split, the Council of the University of Split School of Medicine (hereinafter: School Council), at its 2nd regular session in the academic year 2025/2026, held on 20 November 2025, adopted the following:

REGULATIONS

ON TRANSFERS FROM OTHER HIGHER EDUCATION INSTITUTIONS TO THE STUDY PROGRAM MEDICINE IN ENGLISH AT THE UNIVERSITY OF SPLIT SCHOOL OF MEDICINE

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 University of Split School of Medicine (hereinafter: *School*), for students who are enrolled in study programs aligned with the Bologna Process.

Article 2

(1) These Regulations govern the possibility of transferring to the Integrated Undergraduate and Graduate University Study Program Medical Studies in English at the School.

(2) Transfers from one study program to another within the School are not possible.

Article 3

(1) Students may transfer to the studies referred to in Article 2, paragraph 1, exclusively from an equivalent study program

- accredited in the Republic of Croatia, which is carried out at higher education institutions in the Republic of Croatia,

or

- conducted at universities of EU and EEA member states, or at universities with which the School has a cooperation agreement.

(2) The transfer of students from medical faculties outside the Republic of Croatia is carried out in accordance with the applicable Act regulating the recognition and evaluation of foreign educational qualifications.

(3) The opinion on the justification of the transfer and continuation of studies for students studying outside the Republic of Croatia, in the procedure for recognizing a part of the study programme previously completed at another higher education institution, is given by the Teaching Committee of the School of Medicine in Split, taking into account:

- the degree of compatibility and quality of the program implementation,
- the openness of the European academic area, and
- the legal framework of the Republic of Croatia.

Article 4

- (1) The total number of students who can transfer from other higher education institutions is limited by the enrolment quota, which is determined by the Decision of the School, or the Decision of the University of Split.
- (2) Transfers are only possible to the second and third year of study at the School.
- (3) Transfer and enrolment into a determined year of the study program are permitted only if the sum of regularly enrolled students, students retaking the year or a particular course, and students who have been granted transfer does not exceed 10% of the enrolment quota determined by the Decision of the School, or the Decision of the University of Split.
- (4) If there is a need to decide which year of the program the student needs to be assigned to, the student will be considered a student of the higher year if he/she has achieved at least 40 ECTS credits in the previous academic year.
- (5) Students who have been approved transfer from medical studies conducted at other universities outside the Republic of Croatia pay the full tuition fee valid in the year of enrolment for that year.

Article 5

- (1) A student may be granted transfer under the following conditions:
 - that he/she has passed the exams and fulfilled other requirements for regular enrolment in the next year of study at the higher education institution from which he/she is transferring;
 - that he/she has not repeated any year of study;
 - that he/she has a grade point average of at least 3.5 (translated to the Croatian grading system);
 - that he/she has passed the exams prescribed by the valid Decision of the School Council on the requirements for enrolment in courses and entry competencies (attending and passing) of the study programs of integrated undergraduate and graduate university studies conducted at the University of Split School of Medicine;
 - that he/she approached and successfully completed any additional tests of knowledge, abilities and motivation that the School may conduct in the process of approving the transfer, which may include written tests and/or a selection interview, and which may represent an elimination criterion in the transfer process.
- (2) The student must cumulatively meet all the conditions from the previous paragraph.

Article 6

- (1) If a higher number of applicants than the number determined by the decisions referred to in Article 4 of these Regulations meet all the requirements referred to in Article 5 of these Regulations, priority for transfer shall be given to applicants with a higher grade point average, in accordance with Article 5, paragraph 1, item 3.

Article 7

- (1) The student is required to submit the application for transfer for the upcoming academic year no later than 31 July of the current academic year.
- (2) Along with the formal request for transfer which includes contact details, the student is required to submit:
 - a copy of ID card or passport;

- a statement from the higher education institution from which the student is transferring that the student meets the requirements for regular enrolment in the next year of study at that institution;
- a transcript of records with grades and acquired ECTS credits;
- CV and motivation letter;
- certified plan and program (curriculum studiorum) for the completed part of the study programme in English or Croatian;
- proof of citizenship: passport photocopy
- proof of paid application fee

Article 8

(1) Transfer requests are considered by the School's Teaching Committee, which gives its opinion on the fulfilment of the conditions and justification of the applicant's transfer request to the Vice-Dean for Teaching and Student Affairs of the School.

(2) The Vice-Dean for Teaching and Student Affairs, based on the power of attorney of the Dean, issues a decision on transfer in the first instance.

(3) The Dean decides in the second instance, in case of student's appeal.

(4) Student whose transfer request has been approved (hereinafter: *transfer student*) may enrol at the program from the date of receipt of the notification of the approved transfer, and no later than the beginning of the next academic year.

(5) Transfer student is obliged to submit to the School, before enrolment, a confirmation on withdrawal from the study program from the higher education institution he/she is transferring from.

Article 9

(1) If so requested by the Teaching Committee, the assessment of the equivalence of courses can be carried out by the School departments.

The following is compared in the procedure:

- ECTS credits,
- course timetable,
- teaching content, and
- learning outcomes.

If the difference between the curricula for a particular course is greater than 20%, the course is not recognized in its entirety and the transfer student must pass a differential exam.

(2) The contract with the student is signed by the Dean.

(3) The transfer decision regulates:

- which courses are recognized,
- the status of the differential year (if the curricula are not fully aligned), and
- which courses of the differential year are enrolled.

(4) When determining the course plan for the student, care must be taken that:

- the courses timetables do not overlap between years,
- the prerequisites for enrolment and taking courses according to the curriculum are met.

(5) The total teaching load must not significantly exceed 60 ECTS credits, while the lowest number of ECTSs depends on the possibility of creating an individualized study plan for different years of study program.

Article 10

On the date of entry into force of this Ordinance, the Ordinance on Transfers from Other Universities to the Study Program Medicine in English at the School of Medicine in Split from of 22 February 2023 shall cease to be valid.

Article 11

These Regulations enter into force on the eighth day from the date of publication on the School's e-bulletin board.

CLASS: 029-04/25-01/0001
REG. NO.: 2181-198-02-01-25-0536

DEAN:



These Regulations were published on the School's e-bulletin board on 27 November 2025 and enter into force on 5 December 2025.