

## Student Transfer Between Undergraduate Taught Courses within the RVC

Version	Update and Reason	Author and Title	Date of approval	Effective Date	Review date
1.0	Re-write to account for all cohort and courses.	Nerys Evans (Registrar)	LTAC June 2022 TPAC July 2022	July 2022	July 2025
2.0	Amended document structure to define programme specific policies from process and include references to BVSc, and programmes with placement years.	Adam Hall, Assistant Registrar for Programme Management, Tom Moody Assistant Registrar for RDIS, and Laura De Carcer, Assistant Registrar for Examinations and Assessments	LTAC March 2025	May 2025	May 2026

3.0	Amended document to reflect changes to the MSci progression requirements.	Adam Hall, Assistant Registrar for Programme Management, Tom Moody Assistant Registrar for RDIS, and Laura De Carcer, Assistant Registrar for Examinations and Assessments	TBC	September 2025	May 2026
-----	---	---	-----	----------------	----------

<b>Contents</b>		<b>Page</b>
<b>1</b>	<b>Introduction and purpose</b>	<b>2</b>
1.1	Principles for enabling transfer between courses	2
<b>2</b>	<b>Procedure</b>	<b>2</b>
2.1	Procedure stages	2
<b>3</b>	<b>Policies</b>	<b>3</b>
3.1	BVetMed or BVSc	3
3.2	Veterinary Nursing	4
3.3	Bioscience programmes	4

## **1. Introduction and purpose**

This Policy & Procedure sets out the requirements and considerations for RVC students enrolled on an undergraduate degree who want to transfer within the RVC to a different degree programme.

### **1.1. Principles for enabling transfer between courses**

The RVC is committed to supporting you to succeed on your programme and have a positive learning experience, recognising that being on the right programme is an important aspect of wellbeing and the student experience.

You may request to change from the programme on which you are currently enrolled to another programme offered by the RVC, but the submission of such a request does not guarantee a transfer will be granted.

Enabling transfer between courses is essentially a type of admissions decision. The course into which a student is transferring has to admit the student to that course. All the usual principles of fair admission will apply.

Due to the professional requirements of the programmes, it is not possible to transfer onto the BVetMed, BVSc or FdSc/BSc Veterinary Nursing programmes. These programmes must be studied in their entirety for graduates to be eligible for professional registration on graduation. Students wishing to study these programmes will have to apply through UCAS.

Given the similarity to processes for admission with exemption, the following must be in place to permit the transfer of a student:

- There has to be available space on the course
- The subjects previously studied by the student must provide the relevant underpinning ("specific credits") for future study.
- The quantity of study ("generic credits") must be specific or exceed to give the amount of exemption required.
- The level of performance required in the previous study must give confidence that the student will succeed in their future study. Naturally the required percentage mark to enter will be similar to/the same as that required for existing students on the course to process to the stage in question.
- The student has received no award related to study, for a programme they wish to leave.

## **2. Procedure**

2.1. A student seeking transfer (either pro-actively or having not achieved the requirements for progression on their current UG course) should seek preliminary advice from their academic tutor.

- 2.2. Following this advice, if the student wishes to go ahead with the transfer, they should contact Student Records ([studentrecords@rvc.ac.uk](mailto:studentrecords@rvc.ac.uk)) in the Academic Registry. The Advice Centre can give advice about any implications for student finance or visas. Student Records will determine if there is available space on the course, consulting the Course Director where required. Student Records will also check the student's academic performance to date to ensure that it is broadly sufficient to meet entry requirements of the course and to ensure that the registration period for the new course will not be exceeded.
- 2.3. The Student Records Office will then contact the Course Director with the student's record of progress. The Course Director will invite the candidate to an interview and will determine within 20 working days (with guidance from the Student Performance and Development System where necessary) whether the student can be admitted to the course. The decision will be made on the basis of the subjects the student has studied to date and their likelihood of future academic success. The SPD process may be utilised to support this decision making if appropriate.
- 2.4. Regulations on this procedure should be checked in [Section 7](#) of the General Regulations for Study and Award.

### **3. Policies**

#### **3.1. Students who wish to relinquish the BVetMed or BVSc programme voluntarily, or who are required to leave the course in accordance with the Assessment and Award Regulations, may transfer to a Bioscience programme, provided the following conditions are met:**

- 3.1.2. Students who have completed the Gateway year and achieved greater than 40% as their aggregate final mark in the summative assessments (from modules amounting to the value of 120 credits with no more than 30 credits gaining a mark between 30 - 39%), can transfer to year 2 of a Bioscience programme.
- 3.1.3. In accordance with the RVC's policy on Assessment of Prior Learning (APL), students who have completed BVetMed or BVSc year 1 and have achieved greater than 40% as their aggregate final mark in the summative assessments, will be considered to have acquired 120 credits (FHEQ Level 4) and can transfer to year 2 of a Bioscience programme. Where a student completed the Gateway Year before progressing to BVetMed this will be disregarded when assessing the registration period for the new course.
- 3.1.4. Students who have completed BVetMed or BVSc year 2 and have achieved greater than 40% as their aggregate final mark in the summative assessments, will be considered to have acquired an additional 120 credits (FHEQ Level 5) and can transfer to year 3 of a Bioscience programme. Where a student completed the Gateway Year before progressing to BVetMed this will be disregarded when assessing the registration period for the new course.
- 3.1.5. Students studying the 5-year BVetMed, or BVSc programme (including students who entered via the year Gateway who have passed BVM1/BVSc1 and BVM2/BVSc2 and completed year 3 assessments (written papers and PVP assignment) and achieved an aggregate mark of 40% or more will be eligible to transfer to the BSc Animal Health Disease.

3.1.6. Students studying the 4-year BVetMed programme (Graduate Accelerated BVetMed, programme) are not eligible to transfer to the BSc Animal Health and Disease.

3.1.7. Transferring students may have received exemption from modules that would normally form part of the degree classification. In such cases the final degree classification awarded will be calculated based solely upon those modules studied and completed during the Bioscience programme course from enrolment.

### **3.2. Students who wish to transfer from a Veterinary Nursing degree to a Bioscience programme:**

3.2.1. Students who have completed Year 1 of FdSc / BSc Veterinary Nursing who have not met the A' Level entry requirements for the programme [Bioscience Admissions](#) but have achieved at least 40% as their aggregate end of year mark, with 40% in Applied Animal Health and Welfare 1 and 40% in Applied Animal Health and Welfare 2 will be considered to have acquired the necessary grades for entry to Year 1 of the Biosciences programme.

3.2.2. Students who have completed Year 2 of FdSc / BSc Veterinary Nursing with an aggregate mark of greater than 40% can apply for direct transfer on to year 2 of a Bioscience programme, subject to interview.

3.2.3. Students who have completed Year 3 FdSc / BSc Veterinary Nursing with an aggregate mark of 40% or greater can apply for direct transfer onto year 3 of a Bioscience programme, subject to interview.

### **3.3. Students who wish to transfer within the Bioscience programmes:**

3.3.1. Students wishing to add a placement year to their Bioscience programme must have a confirmed placement by the end of April in year 2 before they will be transferred to the placement route.

3.3.2. Students who are enrolled on a placement route Bioscience programme and do not have a confirmed placement by the end of April in year 2 will be transferred off the placement route.

3.3.3. Students wishing to transfer from a BSc to MSci version of a Bioscience programme must submit the transfer request by the end of February in Year 3 and have secured a Year 4 project before the published deadline.

3.3.4. Students wishing to transfer off the MSci version of a Bioscience programme must do so before the end of May in year 3.

3.3.5. No student required to re-sit will be permitted to transfer between the exam board and the re-sit exam board.

3.3.6. No student undertaking a repeat year of study will be permitted to transfer.

3.3.7. Students who enrolled to begin a BSc programme from September 2025 onwards and wishing to transfer from a BSc to MSci version of a Bioscience programme must have

achieved an overall mark of 55% in Year 2 or 50% overall but with 60% or more in the research project.

3.3.8. Students who enrolled to begin a BSc programme before September 2025 and wishing to transfer from a BSc to MSci version of a Bioscience programme must have achieved an overall mark of 50% or more in Year 2.