

Request for Transfer of Department (Same Campus)

Student Name: \_\_\_\_\_ PUID No.: \_\_\_\_\_

Session Transfer Effective: \_\_\_\_\_

Current Department: \_\_\_\_\_

Major Code: \_\_\_\_\_ Degree Code: \_\_\_\_\_ Course Delivery: On-campus

Are you planning to graduate from the current program prior to beginning in the proposed program?

No  Yes

If yes, please indicate your anticipated graduation term for the current program: \_\_\_\_\_

Proposed Department: \_\_\_\_\_

Major Code: \_\_\_\_\_ Degree Code: \_\_\_\_\_ Course Delivery: On-campus

Is the proposed program a professional master's degree program?  Yes  No

If yes, please list the professional concentration (if applicable): \_\_\_\_\_

**Note:** Any plan of study, advisory committee, or examination related to study for a degree in the current graduate program has no validity with regard to study for a degree in the proposed graduate program. Some departments may require letters of recommendation, transcripts, or additional materials (up to a new formal application) before approving a transfer.

Reason(s) for Desiring Transfer:

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**DEPARTMENT APPROVALS**

\_\_\_\_\_  
Head of the Graduate Program (Current Department) Date

APPROVED  APPROVED WITH CONDITIONS (specify below)

\_\_\_\_\_  
Head of the Graduate Program (Proposed Department) Date

**Submit original to the OGSPS (Young Hall, Room 170).**

**FOR OGSPS USE ONLY**

Unsatisfied conditions from initial admission:

\_\_\_\_\_  
\_\_\_\_\_

Dean/Director