Students may, with the approval of both departments or degree programs, request a transfer from one graduate program to another within the Graduate School. This request should not be sent to the Graduate School before the student has consulted with the Directors of Graduate Studies of both departments or programs. Before this transfer can occur, the student and the new department or program must confirm how the student will be funded.

Transfers should generally occur before the student takes the preliminary examination in his or her current program. If the transferring student has already taken a preliminary examination, s/he must take another preliminary examination in the new degree program.

Name of Student: ________________________________________________

Student ID: ____________________________________________________

Current Department: ____________________________________________

New Department: _______________________________________________

Degree Sought: _________________________________________________

Preliminary Examination in Current Department: YES NO

Please attach a separate page explaining the reasons for this transfer.

Approval Signatures:

__________________________________  ____________________________  ____________________________
Student                      Director of Graduate Studies                      Director of Graduate Studies
                          Current Department                                  New Department

__________________________________
Sr. Associate Dean Graduate School