

**Graduate School Form 17: Request for Transfer of Department (Same Campus)**

Name: \_\_\_\_\_

PUID No.: \_\_\_\_\_

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

Department Code: \_\_\_\_\_

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

Department Code: \_\_\_\_\_

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

Current Classification:      Master's      Ph.D.      Other      \_\_\_\_\_

Proposed Classification:      Master's      Ph.D.      Other      \_\_\_\_\_

Current Course Delivery:      On Campus      Online      Hybrid

Proposed Course Delivery:      On Campus      Online      Hybrid

Is the proposed program a professional degree program?      Yes      No

If so, please list the professional Concentration (if applicable): \_\_\_\_\_

Reason(s) for Desiring Transfer:  
\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_  
Signature of Student      Date**Notes to Student:** 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.**APPROVAL**\_\_\_\_\_  
Head of the Current Graduate Program      Date**APPROVED****APPROVED WITH CONDITIONS (specify below)**

Maintain \_\_\_\_\_ graduate index.

No grade below "B" for next \_\_\_\_\_ credits.

Complete \_\_\_\_\_ credits minimum first session.

Other \_\_\_\_\_

\_\_\_\_\_  
Head of the Proposed Graduate Program      Date**FOR GRADUATE SCHOOL USE ONLY**Unsatisfied Conditions from Initial Admission:  
\_\_\_\_\_  
\_\_\_\_\_

Graduate School Dean

(Some departments may require letters of recommendation, transcripts, or additional materials before approving a transfer.)

**Submit original to the Graduate School.**

Copies will be distributed to the current department, proposed department, student, and the Office of International Students and Scholars (when appropriate).