



## TRANSFER BETWEEN RELATED MASTER'S GRADUATE PROGRAMS

<b>STUDENT INFORMATION:</b>		<b>Student Number:</b>
<b>Given Name:</b>		<b>Family Name:</b>
<b>Email:</b>	<b>Degree (e.g. MA, MSc):</b>	<b>Program:</b>
Please transfer student from _____ in _____ to _____ in _____ <small>degree program degree program</small>		
Transfer requested from: <input type="checkbox"/> September 1, 20 <input type="checkbox"/> January 1, 20 <input type="checkbox"/> May 1, 20		

**Students must be in good financial standing to be transferred. They may not be on financial hold due to unpaid tuition fees.**

**The date of transfer must correspond to the beginning of a term. Transfers cannot normally be retroactive.**

Please see <http://www.grad.ubc.ca/faculty-staff/policies-procedures/transfer-between-closely-related-masters-programs> for information on transfers between related master's graduate programs.

Transfers between closely related master's programs are permitted with an academic justification from the new Graduate Program Advisor.

**NOTE: Transfers may have implications for student funding. Please discuss with student before recommending a transfer.**

Does student hold any awards?     Yes         No

**Please attach or email ALL of the following:**

- Copy of the student's original request for transfer
- Recommendation and academic justification from the student's proposed new graduate program

Transfers between programs involving a change of discipline must be treated as new admissions.

### Student's Endorsement:

Signature	Name (please print)	Program	Date (yyyy/mm/dd)
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### Approval of Student's Supervisor:

Signature	Name (please print)	Program	Date (yyyy/mm/dd)
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### Approval of Current Graduate Advisor or Head of the Graduate Program:

Signature	Name (must be different from above)	Program	Date (yyyy/mm/dd)
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### Approval of New Graduate Advisor (if different from above):

Signature	Name (Please Print)	Program	Date (yyyy/mm/dd)
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<b>Graduate Studies use only:</b>	
Date of Approval	Signature of Director of Student Academic Services