

3341-3-79 Graduate Admissions –Transferring/Applying to Another Degree Program.

Applicability	All University Units – Graduate Students
Responsible Office	Office of the Provost
Responsible Administrator	Dean of Graduate College

## (A) Policy Statement and Purpose

This policy describes transferring/applying to another degree program.

## (B) Policy

Students who are currently admitted to a degree program or are completing a graduate degree and wish to be considered for admission to another degree program at BGSU should contact the Graduate College.

The following conditions must be met before a file can be forwarded for program evaluation:

- (1) A new application for admission must be submitted to Graduate Admissions including required fees;
- (2) Transcripts and other required application materials must be submitted to Graduate Admissions (if not already on file);
- (3) Any specific degree program requirements must be met;
- (4) If a transfer from one degree program to another is requested, the graduate coordinator of the degree program from which the transfer is being made must be notified by the student in writing.

When acceptance to a degree program is granted, the change in admission status will become effective at the start of the admit term.

Equity Impact Statement: The policy has been assessed for adverse differential impact on members of one or more protected groups.

Registered Date: September 28, 2022