REQUEST FOR TRANSFER BETWEEN SCHOOLS

SECTION ONE: STUDENT INFO
Submit completed form to the dean of your current school. Transfers approved after the beginning of a term will be entered in Cardinal Students effective for the next term. This form may not be used to request a change from non-degree to degree-seeking. A new application to the University is required to make that change.

| Student ID | Student's Last Name | Student's First Name |

Select Your Current School

☐ Architecture & Planning  ☐ Arts & Sciences  ☐ Business  ☐ Canon Law  ☐ Engineering
☐ Law  ☐ Music, Drama & Art  ☐ Nursing  ☐ Philosophy  ☐ Professional Studies
☐ Social Service  ☐ Theology and Religious Studies

Select the School to Which You Wish to Transfer

☐ Architecture & Planning  ☐ Arts & Sciences  ☐ Business  ☐ Canon Law  ☐ Engineering
☐ Law  ☐ Music, Drama & Art  ☐ Nursing  ☐ Philosophy  ☐ Professional Studies
☐ Social Service  ☐ Theology and Religious Studies

TRANSFER TO MAJOR ___________________________________________ TRANSFER TO DEGREE __________________

REASON FOR REQUEST: ______________________________________________________________________________

DATE: ____________________________________________________________________________________________

STUDENT SIGNATURE: _______________________________________________________________________________

SECTION TWO: CURRENT ACADEMIC DEAN APPROVAL
Once approved submit to dean of new school

DEAN’S NAME (PLEASE PRINT): ____________________________________________________________

DATE: ____________________________________________________________________________________

DEAN SIGNATURE: ___________________________________________________________________________

SECTION THREE: NEW ACADEMIC DEAN APPROVAL
Once approved submit to Enrollment Services

DEAN’S NAME (PLEASE PRINT): ____________________________________________________________

DATE: ____________________________________________________________________________________

DEAN SIGNATURE: ___________________________________________________________________________