

## **Policy on transfer of PBIO MS students in to the BIOS PhD program**

In the typical course of an MS program, a student may decide that his/her career goals would be better served by pursuit of the PhD degree.

1. A student wishing to transfer from the MS degree program in PBIO to the PhD program in BIOS should file a formal application with GSS. GSS will not charge an application fee for PBIO students.
2. An Ohio University PBIO MS student may be considered for admission to the PhD Program only after completion of 3 quarters of study, including a minimum of 20 hours of formal graduate level course work in the current MS program. Consideration after 2 quarters will be made only for students having exceptional undergraduate and graduate records in addition to completion of 20 hours of formal graduate level course work. It is expected that the applicant should be making more than adequate progress in the current MS program as evidenced by a graduate GPA of at least 3.4.
3. An application should include all the materials required in the regular application process. Materials already available in Ohio University files can be duplicated and forwarded to the Department of Biological Sciences.
4. In addition to the regular application materials, the student must submit a letter formally requesting consideration for admission to the PhD program. Supporting letters that summarize the applicant's academic and research progress must also be submitted from the student's current thesis supervisor and two other committee members. A letter of support from the applicant's proposed PhD dissertation advisor is also necessary if different from the current supervisor.
5. The graduate committee will consider the application and render a decision no later than the start of the next academic quarter. An A&S form 18 will be issued if the student is accepted into the PhD program. Rejection of this application will not affect the student's current status as an MS candidate, and will not prejudice any future application by the student for the PhD program.
6. If the applicant is accepted into the PhD program, the student's stipend contract will be adjusted to the prevailing amount provided for PhD students. If funds are available in the current fiscal year, the stipend will be adjusted at the start of the next academic quarter. If funds are not available, the adjustment will be made as soon as they are available, but no later than the start of the next fiscal year.