

INTERNAL PROGRAM TRANSFER FORM**SCHOOL OF PSYCHOLOGY**

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THE UNIVERSITY OF NEW SOUTH WALES**Science****INSTRUCTIONS**

This form is to be used by Bachelor of Psychology (3432) students who wish to transfer to the Bachelor of Psychological Science program (3435) at the end of the current semester in order to graduate, i.e., Bachelor of Psychology students who no longer wish to proceed to honours in the following semester.

For all other applications to transfer, students must use the Online Internal Program Transfer Process (https://my.unsw.edu.au/student/academiclife/program_transfer/InternalProgramTransfer.html), or if the program is not available through this internal transfer system, students must apply through UAC Admissions or Direct Admissions depending on their residency status.

Requests to transfer will not be processed until results for the current semester are released, so students should note that there may be a delay of 1-2 weeks for their graduation status to be updated.

This form may also be used for special requests by the School of Psychology to transfer a Bachelor of Psychology student to the Bachelor of Psychological Science program.

SECTION 1: PERSONAL DETAILS

Student ID: _____

Family Name: _____

Given Name: _____

Student Visa (please tick):

Yes

No

Contact Phone Number (day): _____

SECTION 2: TRANSFER DETAILS

CURRENT PROGRAM:

Code: _____

3432

Name: _____

Bachelor of Psychology

PROGRAM TO TRANSFER TO:

Code: _____

3435

Name: _____

Bachelor of Psychological Science

Complementary Major (if any):

Code (e.g., MGMTH13435): _____

Name: _____

For information on complementary majors, see the Bachelor of Psychological Science page of the current Handbook (<http://www.handbook.unsw.edu.au/undergraduate/programs/2011/3435.html>).

SECTION 3A: STUDENT REQUESTWhy do you wish to transfer?

By ticking this box, I confirm that I am currently enrolled in the appropriate courses that will allow me to graduate with a Bachelor of Psychological Science degree at the end of this current semester _____ (specify).

Student Signature: _____

Date: _____

PROGRAM AUTHORITY APPROVAL:

Student eligible to graduate at the end of the current semester?

Yes

No

Transfer approved:

Yes

No

If no, why?

Name: _____

Signature: _____

Date: _____

SECTION 3B: PROGRAM AUTHORITY REQUEST

Reason for transfer:

Ineligible for progression to honours

Poor academic performance in the Bachelor of Psychology program

Other (specify): _____

Name: _____

Signature: _____

Date: _____

SECTION 4: OFFICE USE ONLY

Date sent to STAR: _____

Processed by STAR

Confirmed for graduation (where required) by: _____

Initials: _____

Date: _____