

# DELIVERY MODE TRANSFER: ONLINE TO ON-CAMPUS

Graduate students who wish to move from online to on-campus delivery mode for a graduate program must request a transfer. Graduate students must **1)** meet with the graduate studies committee chair, program director, or faculty advisor to review information pertaining to proposed delivery mode and complete checklist (below), **2)** send a transfer request letter to the graduate studies committee chair (with a copy to the Graduate School), and **3)** submit a completed transfer request form to the Graduate School. This letter should include the signed checklist (**1**) and the student transfer request letter (**2**).

STUDENT INFORMATION				
Last Name		First Name		OSUID
Street Address			City, State	ZIP
Ohio State email/name.#	Graduate Program	Degree	Term of Graduation	Year of Graduation

1. TRANSFER CHECKLIST		
	STUDENT INITIALS	CHAIR INITIALS
The following information was provided (initial each item)		
The equivalence of a graduate degree regardless of the method of delivery		
The equal rigor of on-campus and online methods of delivery		
Admission and enrollment limitations in the on-campus delivery mode		
Resources to help be an effective on-campus student		
College and university resources and services available on campus		
Changes to tuition and fees (e.g., site-based fees or out-of-state tuition)		
Any impact on time toward completion of degree		
Minimum technology competencies and access		
Any mandated online requirements for the on-ground program		
Other:		

## 2. TRANSFER REQUEST LETTER

Please attach a copy of the transfer request letter submitted by the student.

## 3. SIGNATURE (Sign and submit completed form to the Graduate School)

GSCC/Program Director/Faculty Advisor Signature	Date