

### **Master's Transfer Credits Worksheet**

If you have joined the PhD program with an MA degree in English\* or similar field and you wish to have credits from that degree transferred in to count toward the 90 hours required for the PhD degree, then, in the 2<sup>nd</sup> Semester of your 1<sup>st</sup> year of PhD study, you should contact the Director of Graduate Studies in English to set up a meeting to discuss transfer credit options.

Please prepare and bring this form, along with a copy of your Master's transcript (does not need to be an official copy) to your meeting with the DGS.

*\*If you earned your MA degree in the English Department at UR, this is not a necessary step as your credits will automatically apply to your PhD credit hours.*

Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Institution where you earned your MA: \_\_\_\_\_

*The following is for use by the DGS:*

Number of Courses to be Transferred: \_\_\_\_\_

(Please highlight the approved courses on the copy of the transcript and attach to this form)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit to the Graduate Coordinator in English for official registration with the Dean's office.