

***Procedures for transfers from non-clinical programs to one of the clinical tracks or for completion of a joint program (e.g., developmental/clinical child)***

**Transfers from Non-Clinical to Clinical Program Tracks:**

Requests for transfers from non-clinical programs to one of the clinical tracks (or for a joint program) should be made at the same time as normal graduate admissions (due Dec 1st for the following fall semester). Decisions will be made at the same time as graduate admissions (spring semester). Requests must be accompanied by the materials listed below.

a. A detailed letter/personal statement explaining why they are interested in completing clinical training, how clinical training will advance their career goals, and why these goals could not be accomplished by remaining in their current graduate program.

b. An outline (semester by semester) that details how the student will complete clinical program courses and other degree requirements, and how many years this process will take.

c. A letter of recommendation from the student's current research advisor. This letter should note whether or not the advisor supports the student's request, whether the advisor intends to continue research supervision of the student, and whether existing funding is available for that student, and for how long.

d. A completed graduate admissions application (or a copy of their initial application to the department) that includes GRE scores, undergraduate grades, and detailed letters of recommendation. Applicants may add recent letters of recommendation if they wish.

e. A current graduate transcript of their work at UM.

We expect that students who transfer to the clinical program or request a joint program will meet the admission criteria that are used to evaluate initial applicants to the clinical program. A summary of clinical program admissions data appear on the department website, under the Clinical Training button.

The faculty caution that ***we do not encourage students to change programs***, but rather we strongly encourage applicants to select the graduate program that best meets their career goals ***at the time of initial application to the graduate program***.