

*Transfer Procedure adopted by the Department of Philosophy*

*September, 2010*

If, at any time during his or her career in the Program, a student is thinking about getting transfer credits for graduate level philosophy courses taken elsewhere, he or she may consult with the Graduate Program Director. The GPD will explain the Department's policy (in Item 11 of the PhD Regulations) and procedures for granting transfer credit.

In the case of a new student, the GPD will point out that the Department will consider a request for transfer credit from a student only after the student has completed two semesters in the Program. This delay is intended to give the Department a chance to get to know the student's strengths better. If the student performs well in classes for two semesters, and in general seems philosophically sophisticated, the Department will be prepared to consider a request for transfer credits.

In the case of a student who requests transfer credit, and who has completed two semesters here at UMass, the GPD will ask the student to submit a document specifying the courses for which he or she wants transfer credit. The student indicates the title of the course, the college or university where the course was taken, the name of the instructor, the semester in which the course was taken, and the final grade received. In addition, we may ask for a copy of the syllabus for the course as well as a copy of the student's term paper (if one was required). We check the student's transcript to confirm the details. The student also is asked to specify what sort of course, seminar, and distribution credit he or she is seeking.

The Department's Supervisory Committee then considers the request. When considering the request, the Supervisory Committee takes into account not only the content and difficulty of the courses requested for transfer, but also the student's performance to date in our Program. If the courses in question are roughly equivalent in content and difficulty to UMass Graduate Philosophy courses, and the student has established a solid record in his or her courses here, and it appears that he or she is sufficiently advanced so that there is no need for him or her to demonstrate proficiency in the area of the course to be transferred, the Supervisory Committee may recommend acceptance of the request.

In a typical case the Supervisory Committee may recommend granting the request for transfer credit, but only on condition that the deadline for completion of the Preliminary Requirement be moved up accordingly. For example, if we give credit for three courses, we may propose to move up the Prelim Requirement date by one semester.

The Supervisory Committee reports its recommendation to the Department at the next Semi Annual Review. In conjunction with a review of the student's performance in the Program to date, there will be a vote of the faculty. The request may be granted, denied, or granted with some modification of the Supervisory Committee's recommendation. The student is then informed and appropriate changes are made in the student's file.

Note that under the Regulations of the PhD Program, a student can get transfer credit for a course only if that course was taken while the student was enrolled in a graduate program. Furthermore, under these Regulations, the maximum number of courses that can be transferred is six in the case of students who come to UMass with an MA in philosophy, and the maximum is three in the case of students who come to UMass without an MA in philosophy.