

Your Name, email, student I.D.

Date

Graduate Affairs Committee
Department of Biology
Case Western Reserve University

Dear GAC,

I am writing to petition permission the Graduate Affairs Committee and the School of Graduate Studies to transfer from the MS Plan A (thesis) program into the PhD program in the Department of Biology and laboratory of _____ . My current research involves

_____. I have met with Prof. _____ academic advisor and he/she supports the program transfer (see attached letter of support from academic advisor). I am petitioning permission to transfer effective _____ .

Sincerely,

Graduate Student Signature, Date, Student I.D.#

Chair, CGA, Robin Snyder

Sue Rozek, Finance Manager

Chairman, Department of Biology