

**REPORT ON FORESTRY PH.D. TRANSFER COMMITTEE MEETING**

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

| Ph.D. Transfer Committee Members                    |  | Present?<br>(yes/no) |
|---|--|----------------------|
| Chair (from Forestry Graduate Admissions Committee) |  |                      |
| External graduate faculty member                    |  |                      |
| Supervisor  |  |                      |
| Other supervisory committee members                 |  |                      |
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**PH.D. TRANSFER COMMITTEE DISCUSSION AND REVIEW PROCESS**

**The chair has primary responsibility for completing this form at the meeting, in consultation with the student and Transfer Committee members in attendance, and for distribution of copies after the meeting. Brief notes on the discussion and review process should be attached.**

**Suggested Meeting Agenda**

1. At the start of the meeting, the student is excused and the chair briefly discusses the transfer process, funding implications of transfer, etc., with the committee.
2. Student presentation of M.Sc.F. progress and Ph.D. research proposal.
3. Committee and student discussion of research proposal and/or review expectations/recommendations.
4. Student is excused and committee discusses recommendations for transfer, improvement of weak areas, etc. If the transfer is recommended, the committee discusses proposed funding of the student for the Ph.D., additional courses, future directions, Ph.D. supervisory committee membership, improvement of weak areas, etc. Elaborate below under "Committee's Recommendations" or on additional pages as necessary.
5. Committee's recommendation on candidate's suitability for transfer from M.Sc.F. to Ph.D.
6. Advise student of committee's recommendation to be made to Forestry's Graduate Admissions and Awards Committee.

**Brief Student Record**

Research topic \_\_\_\_\_

Date of first registration in M.Sc.F. program \_\_\_\_\_

Date of previous supervisory committee meeting \_\_\_\_\_

M.Sc.F. course work completed: yes \_\_\_\_\_ no\* \_\_\_\_\_

\*If no, specify additional requirements \_\_\_\_\_

See ROSI printout attached for courses completed and grades achieved.

**Committee's Recommendations and Comments**

- 1. Notes on recommendations/discussions in relation to the Suggested Meeting Agenda of the "Discussion and Review Process" above. Attach additional pages as necessary.

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- 2. The candidate
  - is recommended for transfer to Ph.D. as per discussions of this meeting (as noted in #1 above).
  - is recommended to complete the M.Sc.F. (without prejudice) for the following reasons:

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- 3. Follow-up on Transfer Committee's recommendations and comments: The student and his/her Supervisory Committee should meet in the next
  - three months. Tentative date: \_\_\_\_\_
  - six months.

**Signatures:**

Chair \_\_\_\_\_

Supervisor \_\_\_\_\_

Other Ph.D. Transfer Committee members in attendance

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**Student Acknowledgement**

I am aware of this document and the Transfer Committee's discussions and recommendations.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Distribution: Graduate Coordinator  
 Student  
 Committee Members (present **and** absent)