

## Master's to Doctoral level transfers

### **Preamble:**

Students with a high academic standing who have demonstrated exceptional aptitude for research may, upon recommendation of the supervisor and supervisory committee, apply for a transfer to the Ph.D. program. The application to transfer requires the approval of the student's supervisory committee, the Graduate Program Director and the Dean of the Yeates School of Graduate Studies and is conditional, pending successful completion of a Transfer Examination. The following application and approval process must be followed:

### **Eligibility:**

The student who wishes to transfer into a Doctoral program before completion of his/her Master's level program in the graduate program in Biomedical Physics at Ryerson, is required to:

1. have completed all of the course requirements for the Master's degree with a cumulative GPA of at least A- in all courses credited towards the Master's degree.
2. have demonstrated exceptional research potential.
3. have been recommended for transfer to the Doctoral program by his/her supervisor and the student's supervisory committee.

### **Course Requirements in Doctoral Program:**

Students transferring into the Doctoral program may use their Master's level courses as credit towards the Doctoral program's elective course requirements. As with students coming from outside the Department's graduate programs, the student may be required to take up to two additional courses.

### **Requirements for transfer into Medical Physics Option:**

While students transferring into the Doctoral Program in Biomedical Physics with the Medical Physics Option must have completed all the course requirements for the regular Master's program, they are not required to have completed all the course requirements for the Medical Physics Option. These students will enter the Doctoral Program with the Medical Physics Option. All courses taken at Master's level may be used as credit towards the course requirements in the Doctoral program.

**Submission and Approval Procedure:**

The transfer must be completed within 18 months of starting the Master's program. Ideally the transfer would occur near the end of the 4<sup>th</sup> semester. A supervisory committee meeting should be held to advise the student on their suitability for transferring to the Doctoral program. Students that wish to pursue the transfer option must submit to the Graduate Program Director the following documentation:

1. The completed application to transfer to the Doctoral program.
2. A copy of the supervisory committee meeting report with a statement that the committee supports the application to transfer.
3. An updated CV including relevant research publications, presentations and research or academic awards
4. A short summary (2-4 pages) of research progress achieved during the Masters program to date

If approval is recommend by the Graduate Program Director, the application will forwarded to the Dean of Graduate Studies. The Dean will issue a written conditional approval, or disapproval, to the student. Approval to enter into the Doctoral Program is finalized only if the student successfully passes the Transfer Examination.

**Transfer Examination:**

The Transfer Examination will follow the same format and procedure as the Doctoral Candidacy Examination and will be considered a substitute for the Doctoral Candidacy Exam upon transfer to the Doctoral program. Notwithstanding that, the student will have only one attempt to pass the written portion of the Transfer Examination. The student will continue in the Master's Program if he/she is not successful in passing the Transfer Examination. The student will be fully enrolled in the doctoral program once they pass the Transfer Examination. The timing of milestones in the doctoral program will be based on the date they started in the master's program. A successfully transferred student who fails to complete the requirements of the doctoral program will not be allowed to return, or reapply, to the master's program.