

## Transfer from MSc to PhD in the BPK Graduate Program

### From the SFU calendar:

*Students currently in the biomedical physiology and kinesiology master's program may be considered for transfer to the PhD program. Such transfers will be infrequent and very selective. Normally, only students enrolled in their **third through sixth terms** may apply to transfer to the PhD program. The graduate program committee (GPC) reviews such applications, and the GPC chair forwards a recommendation to the dean of graduate studies. The decision is made by the dean of graduate studies.*

*In addition to section 1.3.4 of the area*

*completion of biomedical physiology and kinesiology graduate seminar course 801) and the required research design / statistics course (STAT 890)  
evidence that the student is capable of completing and disseminating research, and thinking critically and creatively. Such capability will be judged by research to date, publications and letters from referees.*

**IMPORTANT NOTE:** Though a BPK student can transfer after 75% of the coursework for the MSc is complete, he or she must complete the remaining MSc coursework after transfer.

### The steps of the process are:

1. The student emails the GPC chair requesting to be considered for transfer to PhD
2. Hold a supervisory committee meeting to determine if the supervisory committee members are in favor of transfer. If so, the committee meeting form should indicate this, and must be signed by all members.  
**Note:** it is not required that the student complete an MSc proposal in order to transfer, unless the supervisory committee wishes to use this as evidence of suitability for transfer. However, a student will not look productive if he or she has not met the expected MSc milestones.
3. The student assembles a package of evidence satisfying the requirements above, including:
  1. The Committee Meeting Form indicating that transfer is recommended
  2. Transcripts (an unofficial graduate transcript is fine)
  3. At least one example of scientific writing done by the applicant. If an MSc proposal has been done, it must be included
  4. Letters of reference from the Senior Supervisor and all other committee members
4. The GPC considers the request. Successful requests are sent forward to the Dean of Graduate Studies
5. The Dean of Graduate Studies makes the final decision