TRANSFER POLICY

In general, we prohibit transferability of scholars and awards from one institution to another. However, for justifiable situations, we are willing to modify this prohibition and permit occasional transfers when in the best interests of all parties. Note that this modification is not intended to encourage transfers, but only to provide the guidelines by which they might occasionally take place. Any scholar transfer that seeks to have grant funding transferred as well must meet the following conditions:

- Transfers are prohibited during the first (freshman) year to avoid impulsive or premature inclinations of first-year students who, we believe, should instead focus on their academic and other learning objectives during their first year after UWC. Transfer requests may be initiated mid-way through the spring semester of the first year and remain subject to all the existing constraints in our policy;

- All requests for transfer must be initiated by the student with the campus liaison of the home institution. The campus liaison of the home institution will contact the campus liaison at the potential transfer institution where it is expected that the both liaisons will collaborate and assist the scholar with the transfer request process. After both liaisons have consulted, they will determine whether a transfer is justifiable according to the guidelines of this policy and provide substantiation that the transfer is in compliance with the terms herein. Any student who contacts this office or the potential school of transfer to inquire about the transfer process will be referred back to their home institution campus liaison to initiate the process.

- If both campus liaisons agree that a transfer is justifiable, the campus liaison of the home institution will communicate with the student that s/he may proceed with the submission of an application to the transfer institution. Once the student has received confirmation of acceptance to the transfer institution, the campus liaison of the home institution will then submit the transfer request to the Davis UWC Scholars Program for review. If approved, the DUWCP office will work with both campus liaisons to transfer the scholarship record accordingly.

- Transfers involving grant funds may take place only between institutions already included in the program;

- The maximum amount of transferable grant funds is $10,000 per scholar/year or $20,000 in cases where both involved schools are receiving grants at that level. Grant funds are awarded only for demonstrated financial need as determined by the receiving institution and are contingent upon the receiving institution meeting the remainder of the financial need of the scholar;

- The maximum number of funding years of undergraduate study per scholar remains four years regardless of transfer or other issues;

- Final authorization for transfer of grant funds rests with the Executive Director of the Davis UWC Scholars Program.