

# PPLS Degree Transfers

This guidance is for students applying to transfer to an undergraduate programme in the School of Philosophy, Psychology and Language Sciences

## STAGE 1



**Check the Degree Programme Table (DPT)** for the degree that you want to transfer to. Check whether you have taken all the compulsory courses. You can find this information on DRPS: [List of DPTs in PPLS](#)

A guide to reading Degree Programme Tables is also available: [Quick Guide to Degree Regulations and Programmes of Study](#)

If you have not taken one or more of the required courses, your application will be considered, but in that case it is particularly important that you give detailed reasons for your transfer application. You may be asked to take some courses from earlier years as a condition of your transfer or you may need to repeat all or part of a year. Most repeat years include taking non-compulsory courses, alongside your required courses:

- Part-time repeat years are between 40 and 80 credits.
- Full-time repeat years are between 90 and 120 credits.

## STAGE 2

### Investigate the implications:

Any change to degree programme, particularly those that require a repeat year, may have implications for fees, funding or visas. If you have not yet checked this, then please get in touch with The Fees and Student Support Team ([fees@ed.ac.uk](mailto:fees@ed.ac.uk)) and/or the [Student Immigration Service](#). Independent and confidential advice can also be sought from [The Students' Association Advice Place](#).



## STAGE 3



Fill out the online [PPLS Degree Transfer Request Form \(https://edin.ac/2KUDCXe\)](#)

Once you have submitted the form a confirmation message will be displayed on your screen and you will receive an automatic email confirming your form has been received.

# Degree transfers: What you need to know



## Schools

Each School considers applications for transfers into programmes that they run. You should make sure that you are applying to the correct School.

For example, if you want to transfer to Philosophy (MA Hons), then you should apply to the School of Philosophy, Psychology and Language Sciences. If you want to transfer to Social Anthropology (MA Hons) then you will need to apply to the School of Social and Political Sciences.

There's some more information about this on the [College Changing your programme website](#)

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## Timeline

Degree transfer applications open in semester 2. Applications will be considered in the summer once all exams are finished and final results are available. If you have resits in August, then your application may not be considered until these have been completed and final results are available.

Please note that transfer requests are considered individually and this can take some time. We aim to inform students of the outcome of their requests by the end of July, but this may not be possible depending on staff availability and the volume of requests received.

You are encouraged to submit your application as soon as possible, but we will consider applications submitted up until the end of the second week of teaching in semester 1 of the next academic year **i.e. Friday 2nd October 2020 at 5pm**. This is a strict deadline and no applications received after this will be considered. Please note that other Schools may have an earlier deadline.

You will be informed of the outcome of your request via a note on your Euclid record.



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## Other important information



- Applications are considered by the School's Senior Tutor and decisions are based on:
  - Academic achievement at University
  - Academic achievement prior to entry and/or entry thresholds
  - Student's personal statement and motivation for changing programme
  - Relevant special circumstances
- Any questions? Please get in touch with the PPLS Student Support Office ([ppls.sso@ed.ac.uk](mailto:ppls.sso@ed.ac.uk))