Graduate School of Management  
PETITION FOR TRANSFER OF UNITS

Name_______________________________   UCD ID Number_________________________

I request that the units listed below be used in partial satisfaction of the requirements for the MBA degree to be awarded by the Graduate School of Management, University of California, Davis.

<table>
<thead>
<tr>
<th>School</th>
<th>Course #</th>
<th>Course Title</th>
<th>Units</th>
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Student Signature ___________________ Date ____________

( ) Approved ( ) Denied  
Graduate Advisor Signature ___________________ Date ____________

Reason for Denial: ____________________________

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**Instructions:** Petition for Transfer of Units must be completed at least one quarter prior to Advancement to Candidacy. Transfer units will only be accepted toward fulfilling elective requirements. Transfer units cannot be applied toward fulfillment of Core requirements.

The following guidelines should be used when requesting the transfer of units:

1. Transfer courses should meet legitimate educational needs which should be defined in relation to a specific educational or career objective.
2. The educational or career objective should be consistent with the overall philosophy and structure of the Graduate School of Management.
3. Only courses which are upper-division, graduate, or professional level courses can be transferred.
4. No more than 6 units taken outside the GSM may be applied to the 72 unit graduation requirement. Exceptions may be granted with the written approval of the Graduate Advisor for outside courses that have been approved as part of standing concentrations or as part of approved joint-degree programs.
5. For complete information on transferring units, please see Sections 5.4-5.7 of the Graduate School of Management Policies and Procedures for the Curriculum and Student Affairs. If you feel your request meets the criteria listed above, please submit this petition along with: 1) An official course description for each class (may be a copy of catalog description), and 2) An official transcript, to:

Graduate School of Management  
Gallagher Hall, 2402  
Attn: GSM Registrar  
University of California, Davis  
Davis, CA 95616

Please allow 30 days for the review of this request.