# **Request to Transfer UQ Ramsay Undergraduate Scholarship and UQ Ramsay Merit Scholarship between Approved Programs of Study**

As per rule 7(5) of the [UQ Ramsay Undergraduate Scholarship](https://scholarships.uq.edu.au/files/2921/uq-ramsay-undergraduate-scholarship-rules.pdf) and the [UQ Ramsay Merit Scholarship](https://scholarships.uq.edu.au/sites/default/files/2021-10/uq_ramsay_merit_scholarship_rules.pdf) rules, a current Scholarship recipient may request approval from the Executive Dean of the Faculty of Humanities and Social Sciences to transfer the UQ Ramsay Undergraduate Scholarship or the UQ Ramsay Merit Scholarship between the two programs of study.

The duration of the Scholarship following a transfer will be that of the new program, however; all semesters already studied on the Scholarship will be removed from the Scholarships maximum duration for the new program.

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| **Program of Study** | **Maximum Duration of UQ Ramsay Scholarship** |
| **Undergraduate** | **Merit** |
| Bachelor of Advanced Humanities (Western Civilisation) (Honours)(BAdvHum(Hons)) | 4.5 years | 3.5 years |
| Bachelor of Humanities / Bachelor of Laws (Honours) (BHum/LLB(Hons)) | 5.5 years | 4.5 years |

Not all requests to transfer a Scholarship to the other program may be approved. Should there be more applications to transfer a Scholarship than places available for that Scholarship, transfers will be approved on a merit basis using cumulative GPA across the prior program.

A request to transfer a Scholarship only relates to a change of program, and the Scholarship currently held will apply to the new program. A transfer cannot be made from one Scholarship to another.

Requests to transfer a Scholarship cannot be retrospective. Requests to transfer a Scholarship may only be made at the same time as a QTAC application for a new program.

Requests must be received by ***15 December*** of the year in which a QTAC application is made to change program for the following year. The decision of the Executive Dean to transfer the Scholarship will be made following the mid-January QTAC offers round.

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| **Applicant Details** |
| **Name** |  | **Student ID** |  |
| **Year Scholarship Awarded** |  | **Program** | Select program |
| **Year to Commence New Program** |  | **Program** | Select program |
| **Reason for the request to transfer the Scholarship:** |
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**Information on Changing Programs**

* Both the BAdvHum(Hons) and BHum/LLB(Hons) can only be commenced in semester one.
* Applications to change programs must be made through QTAC.
* QTAC applications for the following year usually open in August, and offers are released in late December and mid-January.
* If you do not have the required ATAR for the new program, or you have/will have completed more than 16 units (8 courses) prior to commencement of the new program, entry will be based on your GPA for all courses taken within the current program studied at UQ.
* If you have the required ATAR and have/will have completed less than 16 units (8 courses) prior to commencement of the new program entry may be based on your ATAR.
* The required ATAR (and hence corresponding GPA) will be unknown until the next year’s intake, however; you can use the current year as a guide only.
	+ The [Future Students website](https://future-students.uq.edu.au/study/arts-humanities-social-sciences) lists the ATAR that was required for the current year’s intake into a program.
	+ A *Tertiary Studies Selection Rank* information sheet can be seen under the ‘Higher education study’ dropdown [here](https://future-students.uq.edu.au/admissions/undergraduate/review-entry-requirements) and shows the comparison between UQ GPA and ATARs.

**Information on Applying for Credit**

* Credit is granted in accordance with the rules and requirements of the new program.
* Full credit from the current program may not be able to be granted towards the new program.
* Applications for credit must be made upon commencement of the new program. Information and the credit application form can be found at my.UQ - <https://my.uq.edu.au/node/316/5#5>.

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| **Declaration** |
| I understand that:[ ]  Any approval received to transfer the UQ Ramsay Undergraduate Scholarship or the UQ Ramsay Merit Scholarship to the new program listed above is based on receiving a QTAC offer for the new program in the year stated to commence the new program above.[ ]  I may not receive full credit towards the new program, and it may take longer than the standard full-time duration to complete the new program.[ ]  There is a maximum duration of Scholarship funding and I may have some study remaining for which I will not receive the Scholarship.[ ]  I understand that a transfer of my Scholarship may be competitive and I may not receive approval to transfer my Scholarship to my new program. |
| **Signature:** |  | **Date:** | Click or tap to enter a date. |
| **Submit this form to:** westernciv@uq.edu.au |

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| **Office Use Only** |
| **Current Program GPA:** |  |
| [ ]  Approved[ ]  Not Approved |  |  | Click or tap to enter a date. |
| **Executive Dean Signature** | **Executive Dean Name** | **Date** |
| **Reason (if applicable):** |  |
| [ ]  Notified UQ Scholarships Office | **Date:** | Click or tap to enter a date. |