Group Transfer Form
(Please return directly to the CCB Department Office, Mallinckrodt 133.)

Name: ____________________________________       HUID: _________________________

Graduate Year (e.g. G1): ______

Advisors are responsible for paying a graduate student's Research Assistant (RA) salary and a portion of the student's tuition, as set each year by CCB Faculty. As of July 1, 2019, the RA rate is $37,932 per year, and the advisor’s portion of tuition is $8,084 per year (equivalent to the facilities fee set by GSAS). When students teach, their RA salary is reduced by half of their teaching salary. Advisors are responsible for this as long as the student is in good academic standing and remains in the advisor’s lab.

For students with fellowships, the above funding will be replaced by the fellowship support. If necessary, the fellowship will be supplemented up to the current RA rate from the advisor’s funds. In the case of certain federal fellowships, this supplement will need to be paid from non-federal funds, due to federal regulations.

Note to external advisors: The academic requirements and financial practices of the CCB Department are operative rather than those from the Department of the advisor. External advisors must be approved by the CCB Director of Graduate Studies. Students who wish to join groups outside CCB must submit a 1-page summary of proposed research along with this form.

From Research Group: ______________________________

______________________________________________

Former Advisor approval signature                   Date

To Research Group: ________________________________

______________________________________________

New Advisor approval signature                     Date

______________________________________________

Student signature                                   Date

______________________________________________

Director of Graduate Studies signature             Date

Updated 5/2019