Performance Site Transfer Request

Type in the fields below, print out completed form, and sign. Scan and return your completed form to otadvising@umn.edu. Questions? Contact CAHP Student Services: otadvising@umn.edu

Performance Site - Currently Assigned To:
Name: ____________________________
U of M ID Number: ______ Program: ____________________________
Performance Site - Request for Change To:
Effective Semester: ____________ Effective Year: ____________

Deadlines for Submission
Spring Deadline: November 15
Summer Deadline: April 1
Fall Deadline (current students only): July 15

All requests are reviewed based on your academic standing, space availability and individual circumstances. The Student Handbook for the Occupational Therapy programs provides information associated with the policy for performance site transfer requests.

Brief Summary - Reason for Request (max. 350 words)
This information will be considered in the event of multiple requests for limited spaces.

Additional documentation included (optional)

☐ By checking this box, I certify that the above information is truthful and correct. This check box also serves as my official signature. I understand this form must be submitted via my U of M email account.

For Office Use Only:
☐ Request Approved ☐ Not Approved
Program Director: ____________________________ Date: ____________________________
Comments: ___________________________________________________________________

Date Received: ____________________________
Initials: ____________________________

Form location: Share Google Drive>MLS&OT Student Services>Handbooks & Forms
Last updated: 06/17/2024
Updated in People Soft (if approved) and spreadsheet: Date/Initials: ____________________________