

Approval to Transfer Award(s) Internally to New Dept/School

Please provide the below information and approvals in order to transfer management of awards from one department and/or school within USC to another department and/or school within USC. (Please Note: This form is only meant for internal transfers)

SECTION A: PI INFORMATION

NAME PRINCIPAL INVESTIGATOR (PI) : _____

CURRENT PI DEPT/SCHOOL: _____

NEW PI DEPT/SCHOOL: _____ NEW DEPT ID # _____

SECTION B: DEPT/SCHOOL CONTACT INFORMATION

CURRENT DEPT/SCHOOL RESEARCH ADMIN : *This is the party who will be the primary point of contact for ensuring all internal documentation/approvals are in place for the PI's current Dept/School.*

NAME: _____ E-MAIL: _____

NEW DEPT/SCHOOL RESEARCH ADMIN: *This is the party who will be the primary point of contact for ensuring all internal documentation/approvals are in place for the PI's new Dept/School.*

NAME: _____ E-MAIL: _____

SECTION C: INFORMATION ON TRANSFERING AWARDS

Please list all active awards for the USC PI which the parties agree should be transferred to the PI's new Dept/School and provide the below information.

PROPOSED DATE OF TRANSFER TO NEW DEPT/SCHOOL: _____

Cayuse Project #	Sponsor	Sponsor Award #

SECTION D: REVIEW AND APPROVAL TO TRANSFER AWARDS TO NEW DEPT/SCHOOL

The information, above have been read and reviewed by the below. The appropriate programmatic and administrative personnel involved in the above actions have been consulted as necessary to ensure the accuracy of the above to the best of the Dept/School and PI's knowledge. I approve this request and accept the associated responsibilities.

Signature of Principal Investigator

Signature of Chair of PI Current Dept/School

Signature of Chair of PI Transfer Dept/School

Signature Dean/Dean Designee of PI Current School

Signature Dean/Dean Designee of PI Transfer School