

Academic Advisor Change Request

Each student is assigned an academic advisor by the Dean upon matriculating at SFTS. Should you wish to change advisors, please follow the instructions below:

1. Select a faculty advisor and meet with them, if you haven't already done so.
2. Complete this form in full, signed, and submitted to the Dean's office (Montgomery Hall, Room 116). Incomplete forms will not be processed.

Student's name: _____

Student ID #: _____

Degree program: _____

I am requesting to change my advisor from:

_____ to: _____
Faculty name Faculty name of new advisor / signature Date

_____ _____
Student signature Date

_____ _____
Approval of SFTS Dean Date

Notes from the Registrar's Office, if any:

Date: _____