

Date: _____

TO: _____
Current Advisor

FROM: _____
Student Name and ID Number

SUBJECT: **Program Advisor Change Notification**

This memo is to inform you of the change in my academic advisement.

_____ has agreed to be my advisor.

Student Signature: _____

New Advisor's Signature: _____

ENTER YOUR PROGRAM INFORMATION BELOW:

Program/Area _____

Degree _____

Cc: Student
New Advisor
Student Folder