

Franklin College Switzerland

Change of Advisor

Instructions for Students: Please complete the request, save an electronic copy for your records, forward the completed request as an email attachment (pdf file) to your new advisor as well as copying the email to your current advisor. Once your request is approved your request will be forwarded to the Registrar's Office for processing. Please note that by submitting this request you are agreeing to the terms and conditions in this request and any related policies and/or procedures in the current Academic Catalog.

Student's Name: _____

Major: _____

Reason for change: _____

FOR ADMINISTRATIVE USE ONLY

Instructions for Professors &/or Advisors:

1. Please note your approval/denial of a request in the space provided on this form.
2. Print to Adobe PDF or PDF Creator.
3. Email the Approved form to registrar@fc.edu for processing.

New Advisor's Name: _____

New Advisor Approve/Deny _____ **Date** _____