University of Wisconsin-Milwaukee
Master of Science in Computer Science
Change of Advisor Request Form

Student Information

Name:

UWM ID#:

E-mail:

Advisor Information

Current Advisor:

Major Advisor Capstone Advisor Thesis Advisor

New Advisor:

Major Advisor Capstone Advisor Thesis Advisor

Reason for Change:

Starting Capstone Starting Thesis Other

If the reason is “Other,” explain briefly here:

Signature section

<table>
<thead>
<tr>
<th>Approval</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student</td>
<td>[ ]</td>
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</tr>
<tr>
<td>Current</td>
<td>□ Approve</td>
<td></td>
</tr>
<tr>
<td>Advisor</td>
<td>□ Disapprove</td>
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<tr>
<td>New</td>
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<td>Advisor</td>
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<td>Program</td>
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<td>Director</td>
<td>□ Disapprove</td>
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Revision 2009-12-8 jtb
Instructions

All MSCS students are assigned a Major Advisor when admitted to the program. The Major Advisor helps orient the student to the program and provides advice on choices of courses and program options.

MSCS students change from their Major Advisor to a Thesis or Capstone Advisor at the time that they start working on a thesis or capstone project. A student might also change Major Advisors. These changes are almost always approved and filing this form documents the change. Less frequently, students will request a change from one thesis/capstone advisor to another. Requests of this type are evaluated more carefully and approval is not certain.

To request a change of advisors, fill out this form, either in electronic form or hard copy. Identify your current advisor and requested new advisor and what advising role each one has for you. Finally, check your reason for changing advisors. If the reason is “Other,” provide a brief explanation in the space provided.

Once the form is complete, sign and date a hard copy in the “Student” signature space and submit the signed form to the department assistant in EMS 1026. The department assistant will distribute it to the two advisors and to the MSCS program director. Each advisor will approve or disapprove the application and sign the request. The MSCS program director will make the final decision to approve or disapprove the request.

Once a decision has been reached on your request, you will be notified by e-mail.