
Office of Student and Academic Services (OSAS)

Instructions: Complete all fields, sign, date, and submit this request to the chair of your current advisor's department (you can find this information by looking up your faculty advisor in the directory on the UMSON website). If approved, the department chair will assign a new advisor and notify you, your current advisor, your new advisor and OSAS by e-mail. The department chair must submit a copy of this form duly signed, to OSAS by hand (Room 104), as an e-mail attachment, or by fax to 410-706-1278.

UMB ID @ 00 _____

Full Name _____

Program _____

Current Advisor _____

Reason (ex: faculty no longer here, etc) _____

Student's Signature

Date

Chair of Department

Request approved

New Advisor's Name

Request denied

Department Chair's Signature

Date

Office Use Only