

ADVISOR CODE CHANGE FORM

Date:

Department:

Reason for change:

Advisor left University

Redistribute Advisor Load

Advisor on Leave of Absence

No Advisor assigned

Other -

Person Making Change:

Routing Process: Academic Department:

date

initials

0006 Record Analysts:

date

initials

Student UNI Number	Student's Name	Old Advisor Code	New Advisor Code
1)		1)	
2)		2)	
3)		3)	
4)		4)	
5)		5)	
6)		6)	
7)		7)	
8)		8)	
9)		9)	
10)		10)	

Please complete, print, and send to 0006 Registrar's Office, 243 Gilchrist to complete the code change.