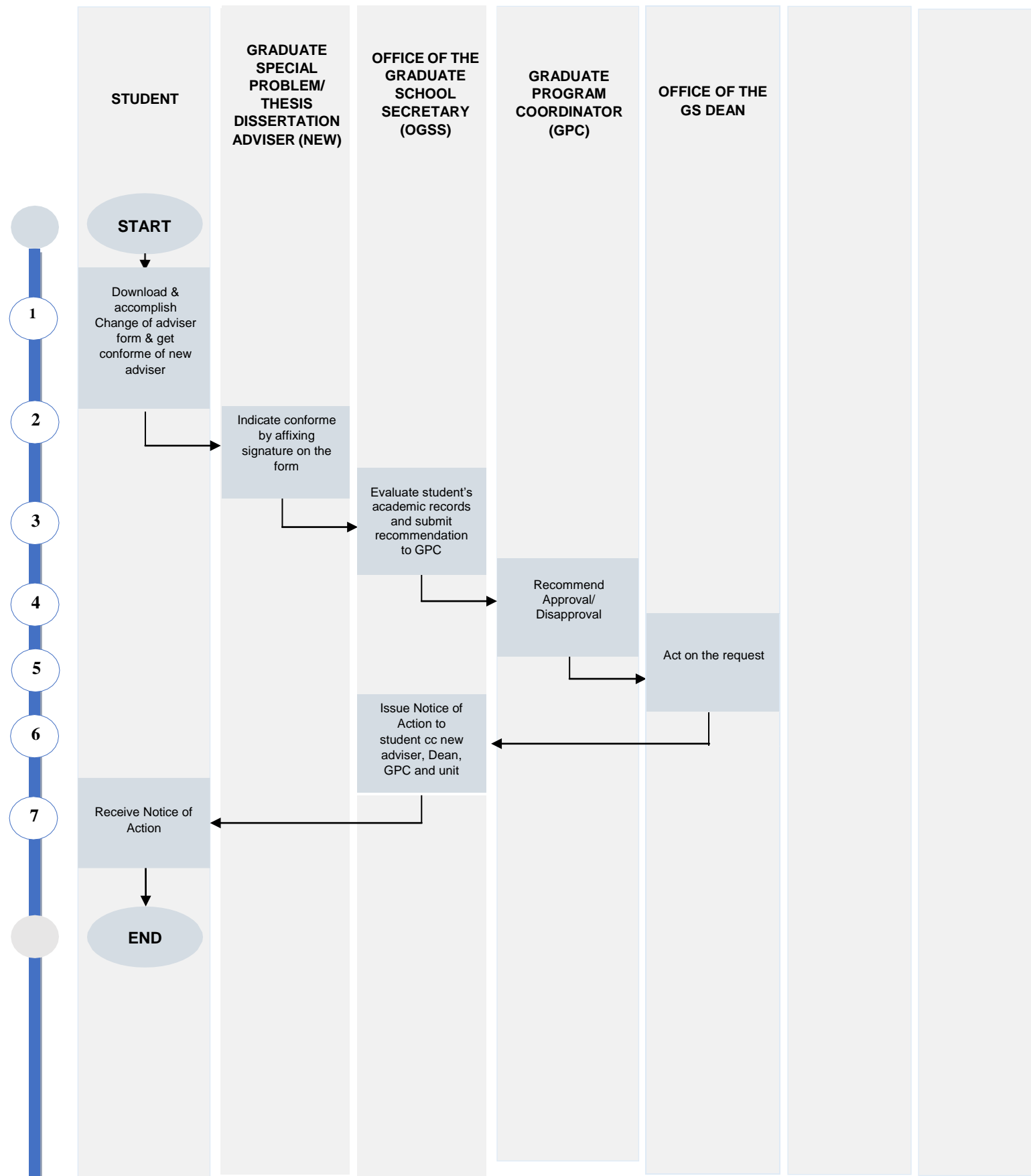


CHANGE OF SPECIAL PROBLEM, THESIS, OR DISSERTATION ADVISER

Various circumstances can arise that require the selection of a new adviser. These circumstances may include instances where an advisor departs from the university, when a student's research interests shift, when there is a change in the dynamics of the faculty-student relationship, or when the research or mentoring arrangement is not aligned with the student's needs. In the event that such a change becomes necessary, it is important for the student to adhere to the prescribed processes and complete the required forms as specified by the institution. This ensures a smooth transition and facilitates the appointment of a suitable adviser for the student's academic and research pursuits.

Please find attached the advising and mentoring flowchart along with the corresponding prescribed forms.

Change of Special Problem/Thesis/Dissertation Adviser





UNIVERSITY OF THE PHILIPPINES VISAYAS

GRADUATE SCHOOL

General Luna St., Iloilo City, 5000 Philippines
Email Address: gs-secretary.upvisayas@up.edu.ph



REQUEST FOR CHANGE OF SPECIAL PROBLEM/THESIS/DISSERTATION ADVISER

Date

**The Dean
Graduate School
UP Visayas
Iloilo City**

Dear Sir/Madam:

I would like to request approval for the change of my (please check box):

- ☐ Special Problem Adviser
☐ Thesis Adviser
☐ Dissertation Adviser

From: _____ to: _____
(Name of Current Adviser) (Name of New Adviser)

Reason/s for Change:

_____.

The title of my special problem/ thesis/dissertation is:

Truly yours,

Signature of Student over Printed Name

Student Number : _____ Degree Program: _____

Contact Number: _____ Email Address: _____

Conforme:

Name and Signature of Previous Adviser

Name and Signature of New Adviser

Recommendation: Approval / Disapproval

Recommendation: Approval / Disapproval

Graduate School Secretary

Graduate Program Coordinator

ACTION: APPROVED / DISAPPROVED

Graduate School Dean

REQUIRED ATTACHMENT: Copy of approved Special Problem/Thesis/Dissertation Committee