



College of Health Sciences
Biomedical Sciences

ADVISOR TRANSFER REQUEST FORM

The department of biomedical sciences does not automatically allow students to transfer from one advisor to another. In special circumstances, approval may be granted for a student to change advisors when a conflict, grievance, or other extenuating circumstances deem it appropriate. **Students cannot request a specific advisor for transfer, all decisions will be made in the best interest of the student and the department.**

INSTRUCTIONS FOR STUDENT

1. Complete all fields.
2. Print and sign form.
3. Submit this form to the Department of Biomedical Sciences Office for Review (SC 446) in-person or via email, BISC@marquette.edu.
4. If approved, the department will assign you a new advisor and you will be notified of the change.

Note: All requests will be kept private and will not be disclosed to current or future advisors, other faculty members, or staff.

Student Information

Name _____ MUID _____

Email _____@marquette.edu Phone# _____

Expected Graduate Term (Fall/Summer/Spring and Year) _____

Currently Tracking (Career Path/Secondary Majors/Minors/etc.) _____

Current Advisor _____

Explanation for advisor transfer request

Student Signature

Date

FOR DEPARTMENT USE ONLY	<input type="checkbox"/> Approved <input type="checkbox"/> Denied New Advisor Assignment _____
	Chair Signature _____ Date _____