

CHANGE OF CLUB ADVISOR FORM

All club advisors must be approved by the Director of Enrollment Management (Administrative Procedure 808).

Club Name			
Reason for Club Advisor change:			
CHANGE FROM:		CHANGE TO:	
Outgoing Club Advisor Name (please print)		Incoming Club Advisor Name (please print)	
Expected Last Date as Club Advisor		Proposed First Date as Club Advisor	
Office		Office	
Extension		Extension	
Signature		Signature	
Date		Date	

Change Approved:

_____ Director of Enrollment Management

_____ Date

OFFICE USE ONLY:

- _____ Notified: Former Advisor
- _____ Notified: New Club Advisor
- _____ Send: Club Info to New Advisor
- _____ Changed: Web Page
- _____ Changed: Club Brochure