

# Wenzao Ursuline University of Languages

## Application for graduate students to change advisors

Date:        yyyy    mm    dd

Graduate Institute		Program	<input type="checkbox"/> Master's program ____year <input type="checkbox"/> Master's on-job program ____year
Name		Student ID No.	
Reason for change			
Topic change	<input type="checkbox"/> Yes Original topic: New topic: <input type="checkbox"/> No		
Original advisor	Graduate Institute:  Name:	Signature:	
New advisor	Graduate Institute:  Name:	Signature:	
Dean	(Signature)		

Explanation:

1. Before the end of second semester of the first year, graduate students must apply to select an advisor; in general, advisors for graduate students shall be above the rank of full-time assistant professors; at the most, each advisor shall advise four graduate students at a time and, when necessary, the dean can invite advisors who are professors above the rank of assistant professor from outside the school.
2. In order to prevent conflicts of interest among thesis advisors, degree examination committee members and graduate students, advisors or academic examination committee members shall reclude themselves if there is any current or former spousal, ex-spousal, with four degrees of kinship, or three degrees of marital relationship with the graduate students.
3. Fill out the form and return it to the graduate school for processing.