

Department of Computer Science Advisor/Advisee Form

Student name and signature: _____

Advisor name and signature: _____

By signing this form, the advisor agrees to monitor the progress of the student and to make sure that this progress is in accordance with University and Departmental policies and guidelines.

By signing this form, the student agrees to inform the advisor of his/her progress by reporting to the advisor at least once per term. Only the advisor of a student may approve his/her registration via e-mail to the student and cc'd to the graduate administrator in 6117 Sennott Square. In extenuating circumstances, however, the advisor may delegate another faculty member to approve registration of the advisee.

After filling this form and obtaining the advisor's signature, the student should present the form to the graduate administrator's office. A student who changes advisors should submit to the graduate office a new Advisor/Advisee form with the signature of the new advisor.

Received by the graduate office on: _____

Replace by another form on: _____

Policy Regarding Advising New Graduate Students

For new incoming students, a temporary advisor will be assigned to each student. After joining the program, a student may, at any time, select a faculty member who agrees to become his/her advisor. Until such a selection is made, the temporary advisor will continue to help the student in registration and planning the course selection and examination schedules.

It should be clear to all students that assigned advisors are temporary, and that, when looking for a project/thesis/dissertation advisor; it is to the best interest of the student to consider all the faculty members in the Department.