

# WENATCHEE VALLEY COLLEGE

## CHANGE OF ADVISER REQUEST FORM

### INSTRUCTIONS

1. When requesting a specific Faculty Adviser, the student is required to obtain the Faculty Adviser's signature.
2. Return completed form to your campus:
  - Wenatchee: the Educational Planning & Testing Center on the first floor of Wenatchi Hall or email it to [Placement@wvc.edu](mailto:Placement@wvc.edu).
  - Omak: the front desk in the Administration Building or email to [cmartin@wvc.edu](mailto:cmartin@wvc.edu).
3. WVC Placement staff will process your request within two business days. Check MyWVC online for your new Faculty Adviser's name and contact information.

### STUDENT INFORMATION

*Print clearly.*

Name \_\_\_\_\_  
*Last* *First* *MI*

Student ID (required) \_\_\_\_\_ Date \_\_\_\_\_

Current Faculty Adviser \_\_\_\_\_

### REASON FOR CHANGE

*Check one option and explain area of study.*

- I have changed my area of study/program/degree/major. Indicate new program/major

\_\_\_\_\_

- Other reason for change. Indicate reason for change and what your program/major is

\_\_\_\_\_

\_\_\_\_\_

### NEW FACULTY ADVISER

*Check only one option.*

- Assign me to a new Faculty Adviser based on my program/major listed above and I will check MyWVC online for my new Faculty Adviser's name and contact information.

- Assign me to the Faculty Adviser below

Faculty Adviser Name \_\_\_\_\_

Faculty Adviser Signature \_\_\_\_\_

**FOR EDUCATIONAL PLANNING & TESTING CENTER USE** New Faculty Adviser \_\_\_\_\_ Approved By \_\_\_\_\_ Date \_\_\_\_\_

Wenatchee Valley College is committed to a policy of equal opportunity in employment and student enrollment. All programs are free from discrimination and harassment against any person because of race, creed, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, the presence of any sensory, mental, or physical disability, or the use of a service animal by a person with a disability, age, parental status or families with children, marital status, religion, genetic information, honorably discharged veteran or military status or any other prohibited basis per RCW 49.60.030, 040 and other federal and state laws and regulations, or participation in the complaint process. The following persons have been designated to handle inquiries regarding the non-discrimination policies and Title IX compliance for both the Wenatchee and Omak campuses: To report discrimination or harassment: Title IX Coordinator, Wenatchi Hall 2322M, (509) 682-6445, [title9@wvc.edu](mailto:title9@wvc.edu). To request disability accommodations: Student Access Coordinator, Wenatchi Hall 2133, (509) 682-6854, TTY/TTD: dial 711, [sas@wvc.edu](mailto:sas@wvc.edu).