

**Department of Anthropology**  
The University of Chicago

**REQUEST FOR COMMITTEE CHANGE**

**Instructions:**

1. Ideally, the student should contact the resigning faculty to sign off on the Request for *Committee Change Form*.
2. The student should then contact either the Department Chair or the Director of Graduate Studies (DGS) to confirm and sign off on the request for Committee Change. This is to ensure that the request for change will not derail the student's progress towards the PhD and to troubleshoot any larger issues of faculty-student relations in the Department.
3. **Alternative:** Under exceptional circumstances, the student may remove a faculty adviser by obtaining the signatures of BOTH the DGS and the Department Chair.
4. Once the form is complete, it should be sent to both the Department Chair and the DGS with the Student Affairs Administrator cc'd.

Please **REMOVE** \_\_\_\_\_ from

\_\_\_\_\_ 's committee

**Confirming Signatures (Please obtain TWO of the three listed below):**

1. Resigning Faculty

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Signature and Date

2. Director of Graduate Studies

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Signature and Date

3. Department Chair

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Signature and Date