Access this form and other Graduate School Forms through the RAMweb portal (or click here)

SAMPLE FORM BELOW
**Comments**
- 

**Signature** Date
- 

**Committee Member Decision**
- Please Select – 
- 

**Comments**
- 

**Signature** Date
- 

**Outside Member Details**
- Webb, Colleen (Outside Member) Web: Colleen Colleen@coastate.edu

**Outside Member Decision**
- Please Select – 
- 

**Comments**
- 

If you have more than four committee members that are not listed in this section, please enter faculty name(s) that you would like to remove from your committee in the box below:

Add Committee Member(s)

Complete this section for the following types of requests:
- Swap committee or outside member(s) by removing them from the appropriate section and adding them below
- Add committee member(s)

**Select Member Type**
- Committee Member
- Add: [Name, Role, (Biosciences), (1234567890)]

**Select Committee Member**
- [Name, Role, (Biosciences), (1234567890)]

If you are adding more than three different committee members, please enter faculty name, department, and what role they will have in the box below:

Changes to Co-Advisor

Complete this section for the following types of requests:
- Change co-advisor to different role (ex. committee member) by removing them below, then adding them in the appropriate section
- Remove a co-advisor
- Add a co-advisor
- Signatures are required for co-advisor changes

**Remove Current Co-Advisor?**
- Yes

**Current Co-Advisor**
- [Name, Email]

**Add New Co-Advisor**
- Yes

**Add New Co-Advisor**
- [Name, Email]

NOTE: One co-advisor can be listed. Please review if you have a co-advisor and if you wish to remove them as your current co-advisor.

Changes to Advisor

Complete this section for the following types of requests:
- Any change to current advisor, an advisor is required for all programs

A faculty member serving in the advisor role is required. Do you want to change your current faculty advisor to a new faculty member? Add your advisor by marking "Yes" and then selecting a new advisor below.
- Yes

Your new advisor will replace your current advisor listed below:
- [Name, Email]

Advisor Section - Review and Submit

Current advisors: please review all changes, sign, and complete the form by scrolling to the bottom and click on the ‘Submit Form’ button. Advisor signature is required for any committee member changes.

Current Advisor Section
**Current Advisor Decision**
If you do not approve, the form will not proceed to the Graduate School and the student will need to submit a new form.

Signature  Date

**Advisor Comments**
NOTE: Comments will be visible to the student and all form participants.

* For Students: Sign in the field below and submit the form using the button at the bottom of the page.

Please contact the Graduate School with questions. Thank you.

Signature  Date

**Program Coordinator Section**

Program Coordinator First Name  Program Coordinator Last Name  Program Coordinator Email
Parts  Ulman  email@colostate.edu

Form reviewed by coordinator? If you select 'No', the form will not proceed and the student will need to submit a new form.

Signature  Date

**Department Head Section**

Department Head First Name  Department Head Last Name  Department Head Email
Rick  Ader  email@colostate.edu

Department Head Decision:
If you do not approve, the form will not proceed to the Graduate School and the student will need to submit a new form.

Signature  Date

**Graduate School Section**

Approved by the Graduate School

Graduate School Comments
NOTE: Comments will be visible to the student and all form participants.

Signature  Date