MAKING CHANGES TO A SUPERVISORY COMMITTEE

Your Supervisory Committee must consist of a minimum of 4 members, including the Supervisory Committee Chairperson and the Graduate School Representative. The Chair of your committee must be a full-time active faculty member of the Economics Department, and at least 50% of your committee must be faculty members of the Economics Department. Exceptions to these rules must be approved by the Graduate Committee. One committee member who is not a member of the UW Graduate Faculty may be allowed with approval from the committee chair. For information on selecting your Graduate School Representative (GSR), please refer to the Graduate School's webpage: http://www.grad.washington.edu/policies/doctoral/gsr-eligibility.shtml

A student must consult with the Graduate Program Manager to make any change with their Supervisory Committee after it has been established. It will be necessary for the student to explain in writing (1) the reason(s) for the requested change and, if applicable, (2) the reason(s) why the requested change is taking place close to the general or final examination. The requested change must be approved by the Chairperson of the Supervisory Committee, the member(s) removed from the committee, the member(s) added to the committee, the Graduate Program Manager, and the Graduate School.

To request changes to your Supervisory Committee, all fields below must be filled out. After the *new* faculty member(s) have agreed to serve, have them sign this form and return the request to Graduate Program Manager to submit in MyGrad. When the committee has been formally updated, an email will be sent to the student, committee members, Graduate Program Manager, and Graduate Program Director.

Date of Request:
Student Name:
Student Number:
Expected Quarter of General Exam:
Expected Quarter of Final Exam:
Reasoning for Requesting Change:

Current Supervisory Committee Names	Signatures	
(printed or typed)		
(Chairperson)		
(GSR)		
New Supervisory Committee Names	Signatures	
(printed or typed)		
(Chairperson)		
(GSR)		
*There is no maximum number of committee members specified by the Graduate School.		
By signing below, the Graduate Program Manager approves of the requested change(s) to the student's Supervisory Committee on the Department's behalf. The update will be entered into MyGrad for the Graduate School's approval.		
Heidi Hannah, Graduate Program Manager	Date	