

SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

Policy Manual

SUBJECT: Petition for a Change in Major Professor

NUMBER: Policy II-9-2 (Formerly Policy II-D-7)

A graduate student may petition the executive administrator with responsibility for Graduate Education for a change in Major Professor.

1. The student must have filed his/her Program of Study with the Office of Graduate Education before requesting the change. The student then must request a change in major professor by action of the advisory committee as provided under “Supervision of Advanced Degree Programs” of the Undergraduate and Graduate Catalog. If the resulting decision is satisfactory to all parties no further action is necessary.
2. A graduate student may petition the executive administrator with responsibility for Graduate Education to change his/her major professor if the action by the advisory committee described above is not agreeable to the student. It is the obligation of the graduate student to identify another fully qualified faculty member who will provide a written statement to the executive administrator with responsibility for Graduate Education that he or she is willing to serve as the student’s major professor. The executive administrator with responsibility for Graduate Education will notify the current major professor of the proposed change.
3. The current major professor may formally object to the change through a written statement to the executive administrator with responsibility for Graduate Education who will present all contested petitions to the Council on Graduate Education. If the current major professor declines to provide a written objection, the executive administrator with responsibility for Graduate Education may choose to authorize the requested change in major professor.
4. The Council on Graduate Education will evaluate each contested petition and provide a decision by majority vote of a quorum of committee members. The decision of the Council on Graduate Education is final.

SOURCE: Graduate Office; Office of the Provost, Nov. 2003; Graduate Office, Dec. 2009

BOR Reference: None