

## PhD Program – Advisory Committee

A First Year Advisor is assigned to each student when they begin the doctoral program. The advisor assists the student in orientating to the School of Social Work, its faculty and the program, and assists in the selection of a Major Advisor. The Major Advisor helps to identify potential faculty members to serve on the dissertation committee, known as the Advisory Committee.

Each Advisory Committee is comprised of two members from the School of Social Work faculty and a third member from outside the School of Social Work. The Major Advisor and at least one of the Associate Advisors must be appointed by the Graduate School as doctoral faculty from the School of Social Work. Students may have more than three committee members. Each committee member must have PhD, JD or MD, and at least two members must have faculty rank appointment at an institution of higher education.

If the third committee member is chosen from a department within the University of Connecticut, he/she does not need University authorization. If the third member is chosen from outside the University, University authorization is required. To request authorization, the outside member's curriculum vitae must accompany the submission of the Plan of Study.

A student must submit a Change of Major Advisor Form to declare their major advisor. The additional members of the committee are declared through by listing their names on the Plan of Study form.

## Changes to the Advisory Committee

### Major Advisor

If a change of Major Advisor becomes necessary for any reason, the student must file a Change of Graduate Major Advisor form, bearing the signatures of the new Major Advisor, with The Registrar's Office (with a copy to the Office of Student and Academic Services at the School of Social Work). The form can be found on the Registrar's website at: <https://registrar.uconn.edu/forms/>.

### Associate Advisor

To notify the Graduate School of a change of Associate Advisor, a Change in Plan of Study form must be submitted to the Registrar with a copy to the Office of Student and Academic Services at the School of Social Work.

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