



Harvard University Extension School

Undergraduate Degree Programs Office

51 Brattle Street • Cambridge, Massachusetts 02138-3722 • (617) 495-9413 • Fax: (617) 998-8494 • www.extension.harvard.edu/undergrad/

Academic Advisor Change Form

In order for students to receive personal attention, the Undergraduate Degree Programs Office has assigned a primary academic advisor to all active AA/ALB candidates. Mark Ouchida advises candidates with last names beginning with A–F, Lynn Rublee advises G–M, and Suzanne Spreadbury advises N–Z. If, for any reason, you would like to change your advisor, fill out this form and return it to the Undergraduate Degree Programs Office. Please note that all three advisors are available for general questions or concerns and serve as secondary advisors to all students. Your primary advisor’s name appears on the bottom of your course record sheet.

Your name _____

DCE ID number

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(see www.extension.harvard.edu/login if unsure)

I would like to request (*check one*):

- Mark Ouchida, Assistant Director
- Lynn Rublee, Academic Advisor
- Suzanne Spreadbury, Associate Dean

as my primary academic advisor.

Reason (*optional*) _____

Student’s signature _____	Date _____
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