

Graduate Studies – Change in Supervisor

School of Graduate and Postdoctoral Studies (SGPS)



This form is **ONLY** intended for a change of supervisor. If you require a change of program or change in funding form, please contact SGPS at gradstudies@ontariotechu.ca.

Step 1: The form can only be **initiated** by the student, current supervisor, Graduate Program Director (GPD), or Faculty Dean. Once initiated, please submit the form to the GPD.

Step 2: The GPD consults with the student, current supervisor(s), and proposed supervisor(s) to discuss the change.

Step 3: The GPD submits the form to the Faculty Dean for review and signature.

Step 4: The Faculty Dean submits the completed form to sgpsdean@ontariotechu.ca for processing.

Please refer to the [Responsibilities of Graduate Program Directors, Faculty Advisors, Research Supervisors and Graduate Students](#) policy for additional information.

Form initiated by:	Your role:	Signature:	Date:
Student Last Name:	Student First Name:	Student Number:	Effective Term:
ontariotechu.net Email Address:	Faculty:	Program:	
Current Supervisor:	Current Co-Supervisor:		
Reason for Change:			
If this change impacts student funding please complete the Change of Funding form.			

Graduate Program Director:	Signature:	Date:
Proposed Supervisor:	Proposed Co-Supervisor:	
Summary of consultations with the student, current, and proposed supervisor(s), including meeting dates. Attach any supporting documents.		

Faculty Dean:	Signature:	Date:
SGPS Dean:	Signature:	Date:

Personal information on this form is collected under the authority of the *University of Ontario Institute of Technology Act, SO 2002, c. 8, Sch. O.* and will be collected, protected, used, disclosed and retained in compliance with Ontario's *Freedom of Information and Protection of Privacy Act R.S.O. 1990, c. F.31*. This information will be used to administer program extensions. Questions regarding the collection of your personal information may be directed to: Ontario Tech University Access and Privacy Office, 2000 Simcoe Street North, Oshawa, ON L1H 7K4, 905.721.8668, ext. 6705, email: accessandprivacy@ontariotechu.ca. For an alternative format of this form, contact gradstudies@ontariotechu.ca. This form was last updated in January 2025.