**Microbiology & Immunology Program**

**Thesis Committee Change Request Form**

**Student’s Name:**

**Research Advisor:**

**Project Title:**

**Current Committee Members:**

1. Chair:

2. Member:

3. Member:

4. Member:

5. Member:

6. Member:

**Proposed New Committee:**

1. Chair:

2. Member:

3. Member:

4. Member:

5. Member:

6. Member:

Rationale for requested change:

Instructions for completing this form:

Presumably you are requesting a change owing to the withdrawal of one or more faculty from your committee. You must maintain a minimum of four faculty members on the committee, but five is recommended.

The GEC will review your selections and possibly recommend substitutions. To increase the chances of approval, write a strong justification for your requested substitution, including information such as their scientific expertise and acuity, record as a mentor of graduate students, availability for attending biannual committee meetings, and whether you have discussed your research project with the person.

You should also disclose any real or potential conflicts of interest between your mentor and any new proposed member. These can be active collaborations, supervisory relationships (e.g. your mentor is a Division Chief and the committee member is an untenured faculty member in that Division, or *vice versa*), or close personal relationships between two individuals. Potential COIs may be acceptable, provided they can be appropriately managed.

Submit the completed document via email to Chris Aiken (chris.aiken@vanderbilt.edu).