



# Change of Officer Form

Please complete this form if your club/organization has a mid-year officer or adviser change. Only complete the sections for which your group has a change to report. If there is more than one officer change to report, please print additional copies and staple them together. Complete forms should be submitted to the Department of Student Involvement, attn: Student Program Specialist.

Items marked with an asterisk\* are required.

## Club/Organization Information (please complete this section)

Club Name: \_\_\_\_\_

Club NetID: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Person Completing this Form: \_\_\_\_\_

### Adviser (if changing)

Title (choose one):

Dr.                      Prof.                      Mr.                      Ms.                      Other: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

NetID: \_\_\_\_\_ Phone: \_\_\_\_\_

Campus Box: \_\_\_\_\_ Office: \_\_\_\_\_

Name of adviser being replaced: \_\_\_\_\_

Reason for change: \_\_\_\_\_

### Officers (if changing)

Title/Position (ex: Secretary): \_\_\_\_\_

Name of officer being replaced: \_\_\_\_\_

Reason for change: \_\_\_\_\_

New Officer Name (First & Last): \_\_\_\_\_

NetID: \_\_\_\_\_ Phone: \_\_\_\_\_

Program of Study (ex: IAS): \_\_\_\_\_

Year in School (circle one): Fresh Soph Jr Sr Grad

*As an officer & representative of the club/organization listed above, I agree to comply with all University, local, state, & federal policies, procedures and guidelines. And to conduct myself in accordance with the University of Washington Student Code of Conduct.*

Signature & Date: \_\_\_\_\_