

Prepared by: Head of PGP Thesis Department	CHANGING ADVISOR		Date: 1 March 2020
Checked by: Director of PGP			Revision: 00
Approved by:	Doc No: WI-THSPGP/CA/05/IKB/03/2020/00	Page: 01 of 01	
<p>1. Aim To provide guidance for the process of changing Thesis advisor. It is the policy of the Postgraduate Programme (PGP) Thesis Department that Students' well being should come first</p>			
<p>2. Scope Postgraduate Programme Thesis Department</p>			
<p>3. Process</p>			
No	Description	PIC	Note
1	Should there be any request for change of advisor, the students should consult TC in written	Thesis Coordinator (TC)	
2	The TC will negotiate a middle ground for the student and advisor	TC	
3	If common ground can not be found (or due to other issues as described below), then a change of Advisor may be warranted	TC	
4	The replacement Advisor should be allocated with the same criteria as described in the working instruction for Advisor's assignment	TC	

