



## Transfer of Advisor Role Co-Curriculars, Organizations & Clubs

I, \_\_\_\_\_, the current advisor of the \_\_\_\_\_  
for the 20\_\_- 20\_\_ academic year am stepping down from my advisor role as of \_\_/\_\_/\_\_.  
The responsibilities and leadership of the CCOC will transfer to the new advisor  
\_\_\_\_\_ (New Advisor's Name).

Print Name: \_\_\_\_\_

Sign Name: \_\_\_\_\_

Date: \_\_\_\_\_

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I, \_\_\_\_\_, as the new advisor of the \_\_\_\_\_  
have read and understand the Advisor Guidelines and am aware of the advisor responsibilities as  
a representative of the College. I understand that any actions of the CCOC are my responsibility.

Print Name: \_\_\_\_\_

Sign Name: \_\_\_\_\_

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

Email: \_\_\_\_\_

Date: \_\_\_\_\_