



**EVALUATION PERIOD:** TBD Month/day/year to Month/day/year

**DEADLINE TO RETURN COMPLETED FORMS:** TBD Month/day/year

**Graduate student:** please respond through part D and schedule a follow-up meeting with advisor(s).

**Advisor:** please complete parts E, F and G (with signatures) during follow-up meeting with student.

Today's Date: \_\_\_/\_\_\_/\_\_\_

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

Major Advisor (and co-advisor, if applicable): \_\_\_\_\_

Degree Being Pursued: Ph.D.

**ACADEMIC PERFORMANCE**

**A. GENERAL INFORMATION**

1. When did you enter your current degree program? \_\_\_/\_\_\_/\_\_\_

2. If pursuing a Ph.D., have you completed your Candidacy (Qualifying) exam?

Y  Date passed: \_\_\_/\_\_\_/\_\_\_      N

3. Have you submitted your research proposal plan? Y       N

4. How many times did you meet with your full committee this year? \_\_\_\_\_

5. When do you expect to graduate? \_\_\_/\_\_\_/\_\_\_

6. List members of your graduate committee: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B. PRESENTATION OF YOUR WORK / PERSONAL DEVELOPMENT**

1. List all the scientific meetings you attended this year, **including the name, date, and location**. If you presented in any of these meetings, please specify if you had a **poster** or **oral** presentation.

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2. Please list any awards or recognitions you have received (i.e. fellowships, scholarships, honors, travel awards, prizes, etc.). Please also list any outreach activities.

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3. Did you complete a manuscript(s)?    Y         N

If so, provide the title(s), author(s), name of journal, date, and status of manuscript (**submitted, accepted, in press, published**):

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4. What do you expect to accomplish in the next 12 months?

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5. During the next 12 months, what percentage of your time do you plan to spend on:  
(One week is approximately 2.5% of a year)

- Experiments and Data Analysis \_\_\_\_\_%
- Writing \_\_\_\_\_%
- Reading Literature \_\_\_\_\_%
- Teaching \_\_\_\_\_%
- Attending Courses or Meetings \_\_\_\_\_%
- Other (Specify) \_\_\_\_\_%

**GRADUATE ASSISTANT DUTIES (Personnel)**

**C. SCIENTIFIC PROGRESS**

1. What was your project plan for the last 12 months?

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2. a.) Is your project on schedule? (Did you meet your project planning?)    Y     N

b.) If not, please provide details as to which goals were not met, and why:

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**D. TEACHING EXPERIENCE**

1. Did you serve as a teaching assistant?    Y     N

a.) If so, for which course(s)? \_\_\_\_\_

b.) Describe your duties: \_\_\_\_\_

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c) What is your opinion of your teaching experience? \_\_\_\_\_

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**E. COMMENTS FROM ADVISOR**

**ACADEMIC PERFORMANCE**

1. Overall evaluation of progress toward degree:

\_\_\_ Outstanding    \_\_\_ Commendable    \_\_\_ Satisfactory    \_\_\_ Weak    \_\_\_ Unsatisfactory

2. Assessment of student's progress toward degree: \_\_\_\_\_

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**GRADUATE ASSISTANT DUTIES (Personnel)**

1. Overall evaluation of performance:

\_\_\_ Outstanding    \_\_\_ Commendable    \_\_\_ Satisfactory    \_\_\_ Weak    \_\_\_ Unsatisfactory

2. Assessment of student's performance: \_\_\_\_\_

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**F. ADDITIONAL COMMENTS FROM EVALUATION MEETING:**

(Please attach additional pages if necessary)

**Advisor:** \_\_\_\_\_

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**Graduate Student:** \_\_\_\_\_

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**G. SIGNATURES**

**Graduate Committee Chair:**

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

Signature: \_\_\_\_\_

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

**Co-advisor (if applicable):**

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

Signature: \_\_\_\_\_

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

**Student**

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

Signature: \_\_\_\_\_

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