

PhD STUDENT ANNUAL REVIEW

The student is responsible for completing the annual review form and submitting to their assigned Faculty Mentor each year. An annual review meeting, between the student and faculty mentor, will then be scheduled to discuss student's progress and goals. The annual review meeting is to be completed by April 15th. The final form should be signed by both and forwarded to the PhD Program Coordinator and then Director of the Doctoral Program, who will review it and file it in the student's formal record in the PhD Office. *Copies also should be retained by the student and the student's faculty mentor.*

Student's Name:	Student's Z Number:
Term of Admission:	Year in Program:

BENCHMARKS FOR PROGRESSION	Date	BENCHMARKS FOR PROGRESSION	Date
Last Annual Review (year)		Coursework completed (by Year 2 for Full-Time students, by Year 4 for Part-Time students)	
Interim POS* filed (by end of first year)		Approved to move to Doctoral Synthesis, NGR 7978 (Comprehensive Exam)	
Final POW filed with Graduate College		Doctoral Synthesis, NGR 7978 (Comprehensive Exam) completed	
Doctoral Research Practicum approved		Proposal Defense (NGR 7979) (by end of semester following completion of coursework)	
Doctoral Research Practicum completed		Final Dissertation Defense (NGR 7980) (completion of degree requirements by end of Year 5)	

Directions: Complete each of the following sections.

I.	Student PhD Profile and Website information filed and updated	YES	NO
II.	Lists student's scholarship and professional development goals for YR 1 (e.g., complete CITI training, CV, NIH biosketch, membership to professional organizations, etc.)		
III.	List student's scholarship activities during the past year (e.g. complete citations of publications and presentations, awards or honors, receipt of fellowship or research grant, etc.)		
IV.	What barriers, if any, has the student experienced in the completing the Plan of Study (POS)?		
V.	List the goals for the student in the coming year (e.g. complete formal courses, participate in non-course related research experiences, apply for NRSA or other fellowship, take comprehensive/qualifying examination, begin or complete dissertation, submit articles for publication, present at research conference, etc.) [Goals should be specific]		
VI.	Is the student's progress consistent with the Plan of Study filed? If no, describe inconsistencies and reasons for inconsistencies.	YES	NO
VII.	Additional Comments:		

Signature(s)	Date	Signature Required
		PhD Student
		PhD Faculty Mentor
		PhD Program Coordinator
		PhD Program Director/Graduate Officer

*POS=Plan of Study