

Michigan State University Annual Progress Report for Ph.D. Students

Name: _____ Student PID Number: _____

Portion Completed by the Student
Academic Progress

Date of Entrance into program: _____ Expected completion date: _____

Most recent guidance committee meeting: _____

Date or expected date of preliminary/comprehensive exam & outcome (if known): _____

Fill out Table (Below):

Class	Class Title / Notes	Semester / Year	Grade	Completed
BMB 801				<input type="checkbox"/>
BMB 825				<input type="checkbox"/>
MMG 833 or MMG 835 (circle one)				<input type="checkbox"/>
Elective #1				<input type="checkbox"/>
Elective #2				<input type="checkbox"/>
Seminar #1				<input type="checkbox"/>
Seminar #2				<input type="checkbox"/>
Seminar #3				<input type="checkbox"/>
Ethics Seminars				<input type="checkbox"/>

Professional Performance and Potential

The student should attach the following information (2 page limit):

1. Professional goal statement
2. Goals for the next academic year
3. Papers published or submitted
4. Grant/Fellowship applications submitted and/or funded
5. Presentations at professional conferences
6. Participation in funded grants
7. Participation in undergraduate education (e.g. courses taught, mentoring of undergraduates)
8. Other
 - o Comment briefly on your progress in achieving your academic and career goals during the past year.
 - o Note areas in which you are experiencing and difficulty, along with perceived obstacles that have hindered your progress.

Portion Completed by the Major Professor

Academic Performance

1. Describe the candidate's progress and performance during the past year. If more space is needed, feel free to attach a letter.

2. Does the candidate have any weaknesses or deficiencies that could hinder progress towards obtaining his/her degree? If so, please describe them as well as suggested remedial action(s).

3. What is the likelihood for financial support during the next academic year (beginning August, 2015)? If the student is currently on an assistantship, answer one of the following (this is a university requirement).

The assistantship will be renewed.

The assistantship will be renewed provided the conditions specified below are met:

The assistantship will not be renewed for the following reason(s):

Student Your signature below indicated that you have discussed the contents of this progress report with your major professor.

Student: _____ Date: _____

Major Professor Your signature below indicated that you have discussed the contents of this progress report with your major professor.

Major Professor: _____ Date: _____

Dept/School Chair/Director: _____ Date: _____

When both the major professor and student have reviewed and signed this progress report, copies of the report should be given to the student and the major professor. The original progress report should be placed in the student's file in the department/unit office. Students who wish to appeal any part of the major professor's evaluation may do so in writing to the department chair/school director.