

Due by 11:59pm on March 15 or before

Michigan State University – Department of Chemistry Annual Progress Report for PhD Students

Name _____ Student PID Number _____

Portion Completed by the Student

Academic Progress

Semester and year of entrance into program* _____

**If admitted under provisional status, semester and year provisional status removed*

Semester of expected program completion date: _____

Date or expected date of first committee meeting: _____

Date or expected date of comprehensive exams: _____

Date or expected date of dissertation defense: _____

Current GPA: _____ Number of course credits below 3.0: _____

List remaining required courses:

Professional Performance and Potential

The student should answer the following information:

1. Provide a professional goal statement.

2. List papers published or submitted.

3. List participation on funded grants.

4. List presentations at professional conferences.

5. List participation in undergraduate education (e.g., courses taught, mentoring of undergraduates).

6. Other information you'd like to provide.

7. Comment briefly on your progress in achieving your academic goals during the past year. Note areas in which you are experiencing any difficulty.

8. Comment briefly on your progress toward achieving your career goals during the past year. If you feel you are not making progress, explain why. Include perceived departmental/school obstacles that hinder your program.

Name _____ Student PID Number _____

Name _____ Student PID Number _____

Portion completed by the Advisor

Academic Performance

1. Has the student made acceptable progress during the evaluation period? Please comment below.

2. Please comment on the overall academic performance of the student, including teaching experiences, if applicable.

Student

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

Student _____ Date _____

Advisor

Your signature below indicates that you have discussed the contents of this progress report with the student.

Academic Advisor/Program Director _____ Date _____

Associate Chair for Education _____ Date _____

When both the advisor and student have reviewed and signed the progress report together, they need to send the report to the graduate office to get the Associate Chair for Educations signature. The finalized annual progress report will be uploaded in the student's SIS account as well as their departmental student file. Students who wish to appeal any part of the major professor's evaluation may do so in writing to the department chair/school director.