

Annual Progress Report Form (PhD)
BIOLOGY GRADUATE STUDENT ANNUAL PROGRESS REPORT

Accomplishments in 2025-2026

Due to the DGS as a SINGLE file via email July 1

ALL INFORMATION MUST BE **COMPLETED USING THIS FORM**. THE REPORT COVERS THE PREVIOUS 12 CALENDAR MONTHS. Please be advised that the failure to submit this paperwork on time may jeopardize future TA funding.

Student Name: _____

Student's Mentor: _____

Year Entered Program: _____

Officially formed committee with graduate school (required): YES _____ NO _____

List Dissertation Committee Members:

1) _____

2) _____

3) _____

4) _____

I. Attach Current CV and Transcript

CV must include (1) presentations at professional meetings, (2) publications, (3) awards, (4) outreach activities.

II. Last Annual Committee Meeting

a. Date: _____

b. Outcomes (provide a short summary of discussion):

III. Prequalifying Exam Coursework

For Students Starting in Fall 2023 or later: 36 Credit Hours Required

Total number of credits to date: _____

Overall graduate GPA: _____

LIST name of course and date taken (e.g. Fall 2025), except for BIO795

a. BIO 600: _____

b. BIO621 (or equivalent): _____

c. BIO 770: _____

d. BIO 770: _____

e. BIO 770: _____

f. Core Course: _____

g. Core Course: _____

h. Core Course: _____

i. Other Credit Hours: _____

j. Other Credit Hours: _____

k. Number of BIO 795 Credit Hours: _____

For Students Starting Prior to Fall 2023: 36 Credit Hours Required

Total number of credits to date: _____

Overall graduate GPA: _____

LIST name of course and date taken (e.g. Fall 2025)

- a. BIO 770: _____
- b. BIO 770: _____
- c. BIO 770: _____
- d. BIO 770: _____
- e. Other Credit Hours: _____
- f. Other Credit Hours: _____
- g. Number of BIO 795 Credit Hours: _____

IV. Qualifying Exam

- a. Taken
 - i. Date: _____
 - ii. Outcome: _____
- b. Not Taken
 - i. Anticipated Semester: _____

V. 4th Year Talk (Check One)

- a. _____ Not Yet Completed
- b. _____ Completed on (Date): _____

VI. First Author Publication (Check One)

A first author publication from work from one of your dissertation chapters needs to be published or under review for completion of the degree.

- a. _____ Manuscript in Preparation
- b. _____ Manuscript submitted and under review
- c. _____ Manuscript Published/Accepted (Provide DOI: _____)
- d. _____

VII. Anticipated Semester for PhD Defense: _____

VIII. Training Plan/Mentor-Mentee Agreement (Check One)

- a. _____ Date of last update
- b. _____ N/A

IX. Grants, awards, fellowships

List the date, agency, purpose, and status of any extramural submissions for awards or funding (indicate funded proposals). If you contributed substantially to the submission of a lab grant, include that information.

- 1) _____
- 2) _____
- 3) _____
- 4) _____

X. Presentations/Abstracts/Publications

List any abstracts you presented or manuscripts you published (including posted pre-prints) in the past 12 months

- 1) _____
- 2) _____
- 3) _____
- 4) _____

List the number of ALL abstracts you have presented or manuscripts you have published (including posted pre-prints) during your degree so far.

- 1) Abstracts/Posters _____
- 2) Manuscripts _____

XI. Teaching

List the courses you taught during the past 12 months.

- 1) _____
- 2) _____
- 3) _____
- 4) _____

XII. Mentoring of Undergraduate Research Students

List names of any undergraduates you have supervised in their capacity as research assistants on your dissertation or other project.

- 1) _____
- 2) _____
- 3) _____
- 4) _____

XIII. Research

Provide as an **attachment** a summary (1 page total) of your research progress including:

- a. Results obtained over the past year and any problems you encountered and how these problems are being addressed.
- b. Brief outline of your plans for the upcoming year.

Your signature: _____ Date: _____

Your advisor's signature: _____ Date: _____