**Annual Progress Report Form (PhD)**

**BIOLOGY GRADUATE STUDENT ANNUAL PROGRESS REPORT**

**\*\*\*Accomplishments in 202\_\_\_\_\_-202\_\_\_\_\_\*\*\***

Due in the Biology Graduate Office July 1

**ALL INFORMATION MUST BE COMPLETED.  ALL INFORMATION COVERS THE PREVIOUS 12 CALENDAR MONTHS AND SHOULD BE PROVIDED AS AN ATTACHMENT.  TYPED TEXT IS PREFERED, AS COPIES OF THIS INFORMATION WILL BE SUBMITTED TO THE GRADUATE SCHOOL FOR THEIR USE IN COMPILING VARIOUS REPORTS.** Please be advised that the failure to submit this paperwork on time may jeopardize future TA funding.

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

Mentor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year Entered Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dissertation Committee Members: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Annual Committee Meeting**

***ATTACH*** *COPY OF YOUR LAST COMMITTEE MEETING FORM*

* 1. Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  2. Outcome: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. **Prequalifying Exam Coursework**

*36 Credit Hours Required*

* 1. BIO 795 Credit Hours: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Max 24 Credits Can Be Applied towards the required 36 Credits*

* 1. BIO 770 Credit Hours (4 minimum): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  2. Other Credit Hours: ­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Qualifying Exam**
   1. Taken
      1. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
      2. Format: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
      3. Outcome: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   2. Not Taken
      1. Anticipated Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
      2. Anticipated Format: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **4th Year Talk** (Check One)
   1. \_\_\_\_\_\_\_\_\_\_\_\_\_ Not Yet Completed
   2. \_\_\_\_\_\_\_\_\_\_\_\_\_ Completed on (Semester): \_\_\_\_\_\_\_\_\_\_\_\_\_
3. **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.*

* 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Manuscript in Preparation
  2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Manuscript submitted and under review
  3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Manuscript Published (Provide DOI:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

1. **Anticipated Semester for PhD Defense:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Training Plan/Mentor-Mentee Contract** (Check One)
   1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Available (**attached**)
   2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ In progress
3. **Research**

*Provide as an* ***attachment*** *a brief summary of your research progress that includes:*

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

1. **Grants**

*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. **Teaching**

*List the courses you taught during the past 12 months.*

1. **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. **Attach Current CV and Transcript**

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

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

Your signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your advisor’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_