

**Department of Biochemistry & Molecular Genetics
UNIVERSITY OF LOUISVILLE SCHOOL OF MEDICINE**

**ANNUAL Ph.D. GRADUATE STUDENT PROGRESS REPORT
& COMMITTEE MEETING REPORT**

A departmental record of annual student progress and committee meetings is required. It is the responsibility of the Student to submit completed PART A to his/her research mentor and dissertation committee at the annual committee meeting. It is the responsibility of the student and dissertation mentor/advisor to submit a completed form (PARTS A & B) to the Graduate Executive Committee following each meeting.

Date: _____

Mentor: _____

Student: _____

Committee Members: _____

PART A

COURSEWORK COMPLETED **YES** Term _____ NO

REGISTERED IN CANDIDACY **MS** Term _____ **PHD** Term _____ NO

APPLIED FOR MS **YES** Term _____ NO

QUALIFYING EXAM COMPLETION _____
(month/year)

ANTICIPATED PROGRAM COMPLETION _____
(month/year)

RESEARCH ACTIVITIES _____
(Year)

Please list all activities for the current review year

- A. Departmental Presentations (list title/month/year of seminars, research conferences)
- B. Publications
- C. Abstracts
- D. Meetings/Symposia Attended
- E. Honors and Awards
- F. IDP completed / updated (attach)
- G. c.v. (attach)

PART B

Please circle or check responses

Type of meeting

1st Committee Meeting

Annual Committee Meeting

Remediation Meeting

Student Progress

Select all that apply

- Student is in good standing
- Student requires remediation (plan outlined below)
- Student is not making satisfactory research progress

Report

(Briefly summarize the committee discussion and provide goals for the student. If the committee votes that the student is not making satisfactory progress and recommends remediation, the report must contain specific concerns that the student is expected to address over the remediation period)

Evaluation of written report:

Evaluation of oral presentation:

Committee Recommendation

Committee Signatures