*The student should fill out the first two pages and send it to the committee and John Cornett at least one week before the meeting. The student must bring a printed copy to the meeting so the chair can fill out the last page.*

**Name:** **Date of meeting:**

**Proposed dissertation title:**

**Proposed graduation date (month/year):**

**Advisor(s):**

**Committee Chair:**

**Other members:**

**Publications**

 Published or in press

 Submitted, in revision, or in preparation

 *Include authors title, journal (intended or actual), and submission date (intended or actual); for “in preparation”, describe what experiments need to be completed before submission*

**Grants and Fellowships**

*List grants and fellowships you have applied for, and whether funded or not.*

|  |  |  |
| --- | --- | --- |
| Agency / Type of Grant | Year Applied | Outcome |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Conferences Attended**

*Include regional, national, and international conferences, not local (*e.g.*, UNC or Triangle) meetings.*

|  |  |  |
| --- | --- | --- |
| Conference Title | Month & Year | Presentation (poster / talk) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Awards Received**

**Other Professional Development and Experience**

*Include workshops, certificate programs completed or in progress, and professional activities (organizing symposia or conferences, reviewing manuscripts, etc.).*

*The chair should fill out this section during the meeting, in consultation with the rest of the committee. The contents should be discussed with the student. The completed form must be sent to John Cornett (digital is okay, but it must include signatures). A copy will be placed into the student’s record and distributed to the committee prior to the next meeting.*

**A. Evaluation of research progress:**

**B. Progress toward a first-author research publication:**

**C. Timeframe for next committee meeting:**

**D. Goals for next committee meeting:**

**E. Comments on other aspects of student’s training and post-graduation plans:**

  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

signature of student signature of chair signature of advisor