

Pre-Meeting Student Progress Update

(Complete and provide to all committee members at least 5 days before each advisory committee meeting)

Name of Student _____

Name of Advisor _____

Degree Program _____

First Semester/Year of Enrollment _____

Program Affiliation _____

Date of Last Committee Meeting _____

1. Attach your student summary report from myGSBS.
2. Career update report (highlight all items from the last 6 months and report this information as the first slide of your committee meeting presentation):
 - A. An accepted first author paper is required for graduation. Have you met this requirement?
Published/submitted/in progress (list titles, authors, your contribution)
 - B. Grants applied for/awarded
 - C. Meetings attended/abstracts (meeting name and date, abstract title, poster or talk)
 - D. Awards/recognition
 - E. Service (program, GSBS, university, department, national, society, etc.)

3. Summarize the following on additional pages as necessary:
 - A. The current aims of your research project noting any changes (limit 1 page)
 - B. Progress since the last committee meeting (1-3 pages) *If this is your first committee meeting, report on your progress to date.*
 - C. Your plans for the next six months and proposed timeline for degree completion or Ph.D. candidacy exam (if pre-candidacy). *Note that for Ph.D. students who have reached the end of their 4th year or beyond, you must provide a timeline and a plan for completion of degree requirements as part of the committee meeting report. The same is true for M.S. students who have reached the end of the 1st year or beyond.*