

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 Year of Enrollment _____

Program Affiliation _____ Date of Last Committee Meeting _____

1. List any course(s) taken since the last meeting. Give name of course(s) and grade(s) received.

2. Attach your updated biosketch ([NIH-Format](#)) ([sample](#)).

3. Summarize the following *(provide 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, the Advisory Committee will be asked to 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 2nd year or beyond.*