STUDENT SECTION

Name:_____

Person Number:_____

Part 1: Academic Progress

A. Semester + Year Began PhD program (ex.: Fall 2019):_____

B. Expected Conferral Date (check box for month, enter year): ____June ____August ____February Year: _____

C. Completed Date or Expected Date of Preliminary exam*: _____Passed (Y/N)?_____

D. Completed Date or Expected Date of Qualifying Exam*:______Passed (Y/N)?____

(*Remember the Preliminary Exam must be completed within 12 months of starting PhD program. Qualifying Exam must be completed within 12 months of Preliminary Exam).

- E. Completed Date or Expected Date of dissertation defense:
- F. Current UB Cumulative GPA: _____

G. Number of Incomplete Grades: _____ Number of Resigned Courses: _____

H. Remaining Credits:

List all credits you PLAN to take (but for which you have not yet registered) each semester until your intended date of completion. Your intended date of completion needs to correspond with your expected conferral date you have indicated above. This should include not only lecture credits, but any informal/dissertation credits as well. This should also match or closely match the Application to Candidacy if you have already submitted that document. If these remaining credits + completed credits do not reach 72 credits in total by your expected conferral date, this report will be returned to you to be corrected.

Dept. Abbrev.	Course Number	Credit Hours	Semester	Year
Example: BE	520	3	Fall	2024

<u> Part 2:</u>

Annual Meeting with Advisory Committee

This section must be completed by students who began Fall 2020 or after and have completed the Qualifying exam. This section is optional for students enrolled before Fall 2020.

Meeting Date:		
Major Professor Name (required)	Signature	Date
Committee Member Name (required)	Signature	Date
Committee Member Name (required)	Signature	Date
Additional Member Name (optional)	Signature	Date

Any comments from the advisory committee can be entered here:

Part 3: **Professional Performance and Potential**

(May attach as a separate page as needed)

1. Briefly comment on your academic/research progress during the past year. Note areas in which you are experiencing any difficulty.

2. Briefly comment on your progress toward your career goals during the past year.

3. What are your academic goals for the coming year?

Student should attach the following information where applicable:

- 1. Papers published or submitted
- 2. Abstracts accepted/Presentations at professional conferences
- 3. Honors/Awards/Grant or Fellowship applications
- Participation in Teaching
 Participation in an internship
- 6. Service to the Department, School, University or a Professional Organization
- 7. Financial support received (TA, RA, internal fellowship, etc.)

FACULTY ADVISOR SECTION

Date last conferred with student:

<u>Academic Performance – Please check which is most applicable:</u>

- 1. _____ The student's performance is well above adequate and he/she should be commended.
- 2. _____ The student's performance is adequate and he/she should be retained.
- 3. _____ The student's general academic performance is not adequate. It is the considered opinion of the faculty advisor that he/she should not continue in his/her present program. A terminal masters should be considered.
- 4. _____ The student's current academic performance is below standard and a probationary letter should be issued.

Please comment on the student's overall academic performance including research performance, teaching experiences, any strategies for improving performance, specific timeframes for completing expected milestones, etc.:

Student: Your signature below indicates that you have discussed the contents of this review report with your major advisor.

Student: Date:

Faculty Advisor: Your signature below indicates that you have discussed the contents of this review report with the student.

Faculty Advisor:_____ Date: _____

(COMPLETED AFTER SUBMISSION TO DEPARTMENT)

Graduate Director's Signature