

DATE: \_\_\_\_\_ NAME: \_\_\_\_\_ ADVISOR: \_\_\_\_\_

**Annual Graduate Student—Advisor Conference**

Major accomplishments **over the** past year (which years? )

Student should fill out page one of the form first and then consult with advisor to obtain their opinion. Completed form should be returned to Tammy Rittenour and Susanne Jänecke before APRIL 1 as scanned pdf please.

A. To be completed by the **graduate student**:

Append the timeline for your program with check marks by each item that is completed.

Professional activities of note, such as items below: (not required)

1. This could include things like: Presentations at national or regional meetings to date: Poster or oral? Refereed journal publications; Workshop attended; Field trip attended; Fieldtrips led or co-led; Committee assignment (like being graduate student rep); outreach at local public schools	Date. Mo/Yr
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Question	Student	Advisor
Progress to date has been	On target, as planned, behind schedule. Elaborate please.	
Major accomplishments of this year		
Remaining challenges		
Citizenship in research, courses, Teaching and Research Assistant roles. Have you met regularly with your advisor and committee, been professional, contributed to the department and fulfilled duties diligently, on time, and with positive attitude? Volunteered for tasks?		
Misc topics		

Advisor's general assessment of **graduate student's** performance to date:

(please rank performance on scale below by checking appropriate box.)

<b>Does not meet,</b> Elaborate please.	<b>meets,</b>	<b>or exceeds expectations</b>
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Advisor's Comments: (As appropriate, please comment upon items above)

A. New future procedures or redirections of effort agreed to:

Advisor Last name (printed): \_\_\_\_\_ Advisor Signature: \_\_\_\_\_

Student Name (printed): \_\_\_\_\_ A number: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_