The first Committee Meeting should take place by September of the student’s 2nd year, and the report must be submitted to the departmental office by September 30th.

<table>
<thead>
<tr>
<th>Student’s Name</th>
<th>Degree(s)</th>
<th>Enrollment Date</th>
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</thead>
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Date of Committee Meeting: _____

## First Year Courses

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
<th>Credit Hours</th>
<th>Grade</th>
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<td><strong>Fall</strong></td>
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<td><strong>Spring</strong></td>
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**Rate on a scale of 1 (outstanding) to 5 (poor):**

NOTE: If the student receives scores of 4 or 5 in any areas please describe how these problems will be addressed in the report.

<table>
<thead>
<tr>
<th>Quality of Report</th>
<th>Progress on Thesis and Publications</th>
<th>Knowledge</th>
<th>Presentation</th>
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Chair signature ________________________________

Name (printed):

Advisor signature ________________________________

Name (printed):

Member signature ________________________________

Name (printed):

Member signature ________________________________

Name (printed):

Member signature ________________________________

Name (printed):

Member signature ________________________________

Name (printed):

07/19/2010
General Guidelines

The purpose of this Report is to have a general discussion of the student’s research project. It would be appropriate for the student to give a 10 minute presentation to the Committee, or alternatively submit a written report at the request of the Committee Chair.

Comments should be made on a separate page.

Report

Attach a copy of the student’s annual pre-thesis report

Answer the following questions. Explain any items checked “NO”:

1. Is the research project reasonable and appropriate? □ YES □ NO (please explain):

2. Summarize the main aims of the project:

3. Is the student’s progress in courses, intellectual development and research appropriate? □ YES □ NO (please explain):

4. What are the areas of strength? needing improvement?

5. Is the student making appropriate progress for a second year student? □ YES □ NO (please explain):

Signature: ___________________________ Date: ____________________
Student

Signature: ___________________________ Date: ____________________
Advisor

Approved: ___________________________ Date: ____________________
Department Chair/Program Director