**ME Ph.D. Student Annual Review Form (AY 2014-2015)**

Name (Last Name, First Name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thesis Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date started at NU: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Degree Received (ex: BS 2010): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current GPA \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Return the signed form to Ms. Pat Dyess by August 1, 2015**

**Suggested procedure:**

* By July 10, Student completes items 1-6 and delivers the form to faculty advisor(s).
* By July 20, faculty thesis advisor(s) completes Items 7-10 and returns to student.
* By July 31, a face-to-face meeting or video/audio call is set between student and faculty to review the form. Both parties sign the form before submission.
1. **Goals for the current academic year (2013-2014) (< 100 words):** Refer to the goals set in last year’s annual review if you are non-first year PhD students
2. **Have you met the above goals?Summarize your major accomplishments during the current academic year (< 150 words):** Outline accomplishments in research, courses, leadership, entrepreneurship and community service, etc.
3. **Rate yourself**

*Rating Scale:* 5-excellent, 4-very good, 3-average, 2-need improvement, 1–poor

|  |  |  |
| --- | --- | --- |
|  | Rating | Comments (brief justifications) |
| Effectiveness in performing independent research |  |  |
| Effectiveness in communication with faculty advisor during research conduct |  |  |
| Work ethic |  |  |
| Effectiveness in conducting collaborative team work |  |  |

1. **Goals for the next academic year (2014-2015) (< 100 words)**
2. **Provide comments on your positive experience during the past year. Discuss any difficulties experienced in PhD program and extra help that could be provided.**

**6. Supporting information of accomplishments in the current academic year** (August 1, 2013 and August 1, 2014).

***6.1. Publications (Authors, Title, Conference/Journal)***

***6.2. Presentations (Title, Location)***

***6.3. Awards***

***6.4. Others***

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

1. **Corresponding to student’s self-assessment in Item 3, faculty advisor’s evaluation of student’s research performance and PhD progress**
2. **Overall rating:** (to be filled by the faculty advisor, *comments are absolutely necessary if other than ‘good standing’ is checked.* Comments will be shared with the student):

 \_\_\_\_ good standing \_\_\_\_\_ conditional pass \_\_\_\_\_\_\_\_poor standing

1. **Faculty’s expectation of student for the coming academic year (<100 words)**
2. **Faculty’s response to student’s entry in Item 5**

**A meeting was set between faculty and student:** Yes\_\_\_ or No\_\_\_

**Faculty Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**