|  |
| --- |
| Each year all graduate students must participate in a review of their academic progress. Begin by reading through the document so that you understand it. *You should then fill out the document (you can type directly in the document) and schedule a meeting with your academic adviser (recommendation: by February 1).*  You should bring the following documents to your meeting with the adviser.   1. **Completed annual academic progress review form** 2. **Unofficial transcript** 3. **Updated CV** |

**PART 1 (Completed by the student)**

|  |  |  |
| --- | --- | --- |
| Student name (please type) | Track | Degree sought |
|  | ApSt GDes  IDes  HS  PDes | MA/MS  MFA  PhD |

|  |  |
| --- | --- |
| Adviser | Committee members (if ready to start thesis/dissertation) |
|  |  |

I met with my adviser during the last year to discuss my degree /plan \_\_\_\_\_\_\_\_\_\_ times.

|  |  |
| --- | --- |
| **Academic Progress/Milestones** | |
| My degree plan has been approved and submitted: | yes  no  in-process (Due: \_\_\_\_\_\_\_ ) |
| My committee has been approved: | yes  no |
| My GPA is at least 3.0 (Current GPA: \_\_\_\_\_\_\_\_\_ ) | yes  no |
| I have incompletes in my transcript:  *(If yes, list all the courses and the due dates for completion)* | yes  no |
| I am: | taking coursework  working on thesis /dissertation |
| (PhD students) I have passed my written prelims | yes  no  preparing (Due: \_\_\_\_\_\_\_\_ ) |
| oral prelims | yes  no  preparing (Due: \_\_\_\_\_\_\_\_ ) |

|  |  |
| --- | --- |
| **Scholarship/Engagement Activities** | |
| How many peer-reviewed presentations did you make this year? | 0  1  2  3+ |
| How many peer-reviewed publications or juried exhibits did you have this year? | 0  1  2  3+ |
| I served on a committee:  *(If yes, type in the name of the committee)* | yes  no  (committee: ) |
| What other activities were you engaged in this year?  (e.g., community project) |  |

**Academic Goals and Plans**

**Mapping my degree progress.** *In the space below identify upcoming stages of your degree and estimate when you will accomplish these stages.*

|  |  |
| --- | --- |
| **Degree Milestones/Goals** | **Estimated date** |
|  |  |
|  |  |
|  |  |

**PART 2 Adviser Feedback**

*The academic adviser will review the document with the student and provide feedback.*

*(Use additional pages when necessary)*

**Academic progress of the student:**

**Recommendation/plan for future:**

|  |  |
| --- | --- |
| Student name (Print) | Signature/date: |
| Adviser name (Print) | Signature/date: |

***Scan the signed form and email the electronic file to Elizabeth Goebel (goebe005@umn.edu) AND your adviser by February 15. Keep the original copy for your record.***