

Student Self-Assessment of Progress

Student name	
Date completed	
Year in program (1 st , 2 nd , etc.)	
PhD or MS	
Major advisor	
Committee members	

Purpose of this self-assessment: Graduate students meet with their supervisory committees at least once per year to share a progress report on their coursework, research activities and teaching activities (if applicable). To assist the student and committee in that discussion of progress and to address any challenges or weaknesses, the student is asked to prepare the following self-assessment of progress. This subjective assessment will communicate how the student feels about his/her progress, while the committee will provide an objective assessment based on their interactions with the student and the student's progress report. The comparison of the student's and committee's assessment should reveal:

- Strengths to be recognized and leveraged for continued success
- Weaknesses to be addressed through focused training and mentorship
- Development areas that may need clarification of expectations

Instructions for students: Reflect on your personal development plan and the goals for your training established with your major advisor and advisory committee. Please indicate how you feel in terms of meeting expectations for the various benchmarks outlined below. For benchmarks that are not relevant (or not yet relevant), mark N/A for not applicable. The student should also share 1) a progress report (oral presentation or written report) and 2) an up-to-date curriculum vita that will provide objective information about his/her progress (i.e., research benchmarks met, presentations delivered, workshops attended, etc.)

Instructions for committee members: Review the student's self-assessment and accompanying documentation (progress report and vita) during the annual committee meeting and mark each benchmark to reflect your determination as to the student's progress. Discuss any differences in assessment with the student and document feedback in a letter.

	Student Assessment			Committee Assessment		
	Below	At	Above	Below	At	Above
Coursework and Cumulative Exams						
General Research Progress						
Progress in Teaching						
Publications: Are you publishing your work or making progress towards it?						
Literature: Do you read the literature regularly? Are you familiar with important developments in your field?						
Writing Skills: Are your writing skills appropriate to your level?						
Professional Connections: Are you networking with people who can help you achieve current and future research and career goals?						
Meetings: Do you meet with your supervisor and/or research group regularly?						
Presentation Skills: Have you had opportunities to present in your research group, in the Department, at Conferences? Are your presentation skills appropriate for your level?						
Curriculum Vitae: Are you developing content and format that will land your desired job?						
Professionalism: Do you demonstrate responsibility, dependability, honesty, integrity, and good ethics?						
Team Work: Are you a good team member? Will your advisor be able to speak highly of you in a reference letter?						
Professional Meetings: Have you attended conferences or other professional meetings?						

