

## Annual Written Evaluation of Graduate Students (Template)

Student Name:  
Degree/Program:  
Semester/Year started:  
Advisor:  
Date:

1. GPA (total).
2. Progress on coursework.
3. Comprehensive Examinations (for PhD students).
4. Doctoral Language Exam (for PhD students).
5. Progress on Thesis or Dissertation and Thesis or Dissertation hours (500/600).
6. Other.

*[BRIEF PARAGRAPH SUMMARIZING THE DATA ABOVE]:*

Student Name is making adequate progress toward her/his degree in \_\_\_\_\_

*Or*

Student Name is not making adequate progress toward her/his degree in \_\_\_\_\_. Her/his performance is below expectations because \_\_\_\_\_

I *[ADVISOR]* have met with Student Name on MM/DD/YYYY.

ADVISOR SIGNATURE \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

“My signature indicates I have read this evaluation, I have been given an opportunity to ask questions, and I understand the feedback I have received.”