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.”