



PhD Student Review of Progress Form

Please note that we do not expect all students will have something to report for every question. Our goal is to get a sense of your individual progress and summarize outcome metrics by student cohort and program.

Name: _____

Faculty Advisor name(s): _____

PROGRAM INFORMATION

Semester and Year of first enrollment in this PhD Program: _____

Degree held on entry to this program: Early Entry PhD BSN MS DNP

Minor Area of Study: Option A: Single program (list discipline) _____

Option B: Distributed (list focus) _____

Unsure

DEGREE MILESTONES

Comprehensive Exam

In which semester and year **did you, or are you planning to** complete your comprehensive exam?

Semester: Spring Summer Fall

Year: _____

Dissertation Proposal

In which semester and year **did you, or are you planning to** complete your dissertation *proposal defense*?

Semester: Spring Summer Fall

Year: _____

Dissertation Defense

In which semester and year **did you, or are you planning to** complete your *final oral dissertation defense*?

Semester: Spring Summer Fall

Year: _____

PROGRESSION BENCHMARKS

Required Elements of Progression:

Place an X or checkmark in the boxes corresponding to each required element of progression that you have completed and when.

Benchmark	1 st year	2 nd year	3 rd year	4 th year +
Develop a preliminary program plan and finalize your program plan (including minor area of study) in consultation with your advisor	<input type="checkbox"/>	<input type="checkbox"/>		
Completed courses successfully with minimum GPA of 3.0 and no more than 1 grade below "B" or a "U" grade in any 12 month period	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Complete guided research experiences (N990, N999) as contracted with your advisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attend research colloquia regularly*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop a preliminary statement of research focus and potential research questions	<input type="checkbox"/>			
Present research at colloquium		<input type="checkbox"/>		
Co-author a manuscript		<input type="checkbox"/>		
Select a committee and prepare for the preliminary exam			<input type="checkbox"/>	<input type="checkbox"/>
Complete preliminary exam			<input type="checkbox"/>	<input type="checkbox"/>
Write a first authored manuscript			<input type="checkbox"/>	<input type="checkbox"/>
Complete and submit Dissertation Committee Approval form				<input type="checkbox"/>
Develop and defend dissertation proposal				<input type="checkbox"/>
Complete dissertation research and final oral defense				<input type="checkbox"/>
Present peer-reviewed research at a regional or national conference				<input type="checkbox"/>

Unshaded columns indicate years when the benchmark is required.

*Consistent attendance with active participation in discussion.

Other Elements of Progression:

Please describe any recommended progression elements or other examples of progress you completed in the past year (e.g., co-authored abstract, NRSA submission, supervised teaching, mentoring or other role preparation experience).

RESEARCH

Description of research focus:

In a MAXIMUM of one paragraph, provide an overview of your research. Summarize the clinical problem or phenomenon you intend to address, the significance of the problem, your research goals, the research questions you plan to / or are working on answering, and your progress to date.

Progress on Research Development Goals:

List the goals for research that you identified in last year's annual progression review. Describe your progress on each. (If you are a first-year student, you may skip the first table.)

2024 Research Training Goals	Progress
Goal 1:	
Goal 2:	
Goal 3:	
(add additional rows, as needed)	

Identify new research training goals for 2025:

2025 Research Training Goals	Activities planned to achieve the goal	Timeline
Goal 1:		
Goal 2:		
Goal 3:		
(add additional rows, as needed)		

OTHER CAREER SKILLS

Description of career skills (in addition to/beyond research):

In one paragraph, identify your desired career after degree completion and briefly summarize the additional preparation you've completed to date (e.g., training related to teaching, policy analysis, clinical leadership, etc.) to achieve your career goal.

Progress on (non-research) Career Development Goals:

List the goals for teaching or other career skills that you identified in last year's annual progression review. Describe your progress on each. (If you are a first-year student, you may skip the first table.)

2024 Career Development Training Goals	Progress
Goal 1:	
Goal 2:	
Goal 3:	
(add additional rows, as needed)	

Identify new (non-research) career development training goals for 2025:

2025 Career Development Training Goals	Activities planned to achieve the goal	Timeline
Goal 1:		
Goal 2:		
Goal 3:		
(add additional rows, as needed)		

LEADERSHIP & SERVICE

Description of leadership & service:

In one paragraph, briefly describe the leadership and service experiences you've completed to date (e.g., committee membership, peer review of abstracts or manuscripts, community outreach, public service).

Progress on Leadership & Service Goals:

List the goals for leadership and service that you identified in last year's annual progression review. Describe your progress on each. (If you are a first-year student, you may skip the first table.)

2024 Leadership & Service Training Goals	Progress
Goal 1:	
Goal 2:	
Goal 3:	
(add additional rows, as needed)	

Identify new leadership and service training goals for 2025:

2025 Leadership & Service Training Goals	Activities planned to achieve the goal	Timeline
Goal 1:		
Goal 2:		
Goal 3:		
(add additional rows, as needed)		

INCLUSIVITY

Description of scholarly activity to date related to inclusivity:

List any activities you have engaged in during the past year to increase your knowledge and integration of equity and inclusion (e.g., attended a workshop, wrote a paper, proposed a study, taught a class related to health disparities). Include any activities that impact the environment of the school. Describe how any professional development or training you received has influenced your research or scholarship.

ADVISING

Feedback on Advising Strategies

We hope the annual review process provides an opportunity for you to have a conversation with your faculty advisor about what has worked well in the past year and what needs you have that may be unmet. Please know that you are welcome to discuss any concerns about your advising relationship with the PhD Program Director, the Graduate Student Services Coordinator, or the Associate Dean for Academic Affairs.

We want to facilitate your successful progress in the program. Please note any additional resources or support that you need in the coming year.

OTHER COMMENTS

Anything you would like us to know

Briefly describe anything else you would like us to know that may have influenced your progress or ability to meet progression benchmarks in the past year.

Student Signature: _____

Faculty Advisor Signature: _____