Instructions
The purpose of this progress report is to ensure that graduate students and their advisors are communicating regularly regarding the student’s progress on thesis research and the student’s overall professional development. Completion of the review is mandatory in order for the student to receive thesis credits and a grade for subject 3.THG for any given term. This is an opportunity for all parties to get a better sense of progress on a project, of the student’s development, and of the student/advisor working relationship, as well as to plan for future progress.

Students should arrange a meeting with their advisor to address the questions in this form and then submit their responses through DocuSign. Feel free to attach additional pages if you need more space. The form will be routed to your advisor for additional commentary and grade assignment. The completed form will be copied to the student, advisor, and the DMSE Academic Office.

May 2022 degree candidates: You do not need to complete this form. Final grades for the SM (letter grades) and PhD (SA for satisfactory) are entered after submission of your thesis.

DMSE First Year doctoral track graduate students: You do not need to complete this form because you are not registered for 3.THG this Spring 2022 term.

Co-advised students: Fill out a separate form for each co-advisor to review.

Form submission deadline: Friday, April 22, 2022

Student’s Name: Advisor’s Name:

Meeting Date:

Brief title and/or description of student’s thesis project:

1. Describe what you feel were the student’s important accomplishments in the past 6-8 months.
   
   Student:
   
   Advisor:

2. What goals should the student accomplish during the next 6-8 months?
   
   Student:
   
   Advisor:
3. What changes need to be made in order to help the student accomplish these goals (e.g., more interaction with the advisor, more training, etc.)?

Student:

Advisor:

4. Indicate your level of satisfaction with the rate of progress of the student’s thesis project, on a scale of 1 to 10; 10 = very satisfied, 5 = adequate, 1 = not satisfied.

<table>
<thead>
<tr>
<th>Not satisfied</th>
<th>Adequate</th>
<th>Very Satisfied</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student:</td>
<td>1 2 3 4 5 6 7 8 9 10</td>
<td></td>
</tr>
<tr>
<td>Advisor:</td>
<td>1 2 3 4 5 6 7 8 9 10</td>
<td></td>
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</tbody>
</table>

5. Indicate your progress to academic milestones below.

**All graduate students**
- When did you begin the graduate program (e.g. September 2018)?
- Expected graduation date (September/February/May and year, e.g., May 2022)

**Post-qual doctoral candidates only (including PPSM)**. For those in year 3+ or starting third year next semester, please indicate your timeline to meet with your thesis committee.

<table>
<thead>
<tr>
<th>Completion date (Month and year e.g., May 2021)</th>
<th>Expected completion date (Month and year e.g., May 2022)</th>
<th>Not applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMSE or PPSM General Exam</td>
<td></td>
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<tr>
<td>DMSE Thesis Area Exam (TAE)</td>
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<tr>
<td>PPSM Thesis Proposal Meeting</td>
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<tr>
<td>3.998 – Doctoral Thesis Update Meeting</td>
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<tr>
<td>Plan-to-Finish Meeting</td>
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</tbody>
</table>
6. Professional development (check all that apply):

<table>
<thead>
<tr>
<th>Student</th>
<th>Advisor</th>
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</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>a. In the last 6 months, has the student presented a talk/poster at a conference?</td>
<td></td>
</tr>
<tr>
<td>b. In the next 6 months, will the student present a talk/poster at a conference?</td>
<td></td>
</tr>
<tr>
<td>c. In the last 6 months, has the student published a paper in a technical journal?</td>
<td></td>
</tr>
<tr>
<td>d. In the next 6 months will the student publish a paper in a technical journal?</td>
<td></td>
</tr>
</tbody>
</table>

   e. If the answer to both (c) and (d) was no, when is this expected to happen?

Student:

Advisor:

7. How often do you meet with your advisor/student?

Student:

Advisor:

Is the frequency adequate?

Student:

Advisor:
8. Is funding for research and assistantship for the student stable over the upcoming summer and fall semesters?

Student:

Advisor:

9. Are you aware of any potential uncertainties in this funding?

Student:

Advisor:

Additional notes and comments from student or advisor (optional)

Student:

Advisor:

The advisor must assign a grade for the student’s thesis research for the term (mark one and initial):

__ “J”: satisfactory progress in thesis research.  __ “U” Unsatisfactory progress in thesis research

The progress review covering the period Spring 2022 has been completed and discussed by:

_______________________________________________________________________________
Student’s Name (Printed)  Student’s Signature  Advisor’s Name (Printed)  Advisor’s Signature

Complete this form through DocuSign by Friday, April 22, 2022 in order for the student to receive a grade for thesis units in 3.THG for the semester.