**Fourth and Fifth Year Student Supervisory Committee Meeting Report**

This form should be filled out by the major professor in consultation with the supervisory committee and submitted electronically to robin.ryan@med.fsu.edu

**Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Entered PhD Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Committee Meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Committee Report:**

1. **Supervisory Committee**
   * Were all of the members present at this committee meeting? **YES \_\_\_ NO \_\_\_**

If no, please explain.

* + Have all committee members contributed to and agreed to this evaluation?

**YES \_\_\_ NO \_\_\_** If no, please explain.

1. **Doctoral Candidacy**

Has the student been officially admitted to doctoral candidacy by virtue of successfully defending both part I (preliminary exam) and part II (research proposal) of the Qualifying Exam?

**YES \_\_\_ NO \_\_\_,** if no please outline plans for completion.

1. **Course Work.** Has all required coursework been completed? **YES \_\_\_ NO \_\_\_**

If no, what is the timeline for completion of specific courses?

1. **Presentations.**

The Handbook states, “Students are required to present their work in at least one departmental seminar and one national or international scientific meeting prior to graduation”.

* + Has the student completed their required departmental seminar?

**YES \_\_\_ NO \_\_\_,** if no, provide date seminar is scheduled

* Has the student presented a poster or talk at a national of international scientific meeting?

**YES \_\_\_** list meeting(s):

**NO \_\_\_** provide plan for presentation

1. **Research Progress.** Please provide narrative evaluation on research progress and challenges related to completion and defense of the dissertation, including a timeline for degree completion.
2. **Goals.** Please describe the student’s plans and goals post-degree.