

**BIOLOGY 7021/7022/7023/7024:  
RESEARCH PROGRESS EVALUATION FORM – PhD**

**NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **Ph.D. only**  
Meeting held **Year (1-6)** \_\_\_\_\_

*First year students (BIOL 7021) meet with their Supervisory Committee at the end of the fall term and end of the winter term (except those who transferred from MSc to PhD). After each meeting, submit this form to the Graduate Program Assistant (GPA) Cristal Del Biondo. In addition, an approved research proposal along with Faculty of Graduate Studies forms TD1 & TD4 must be submitted to the GPA in January. In subsequent years (BIOL 7022, 7023,7024) students are encouraged to also meet twice per year with their committee. **The signed Research Progress Evaluation form, with written feedback, are due to the GPA by Jan 6 (fall term meeting) and May 3 (winter term meeting).***

**Research Proposal/Progress Report: (Supervisory Committee please circle one)**

Outstanding    Very Good    Good    Acceptable    Unacceptable

**Written Feedback on Hypotheses, Methods, Results, Analyses, Interpretation (required):**

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**Oral Presentation: (Supervisory Committee please circle one)**

Outstanding    Very Good    Good    Acceptable    Unacceptable

**Written Feedback on Speaking Style, Organization, Effectiveness of Slides (required):**

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## Ph.D. Milestones

(see also <http://biology.gradstudies.yorku.ca/guidelines/>)

Timeline		Required Program Milestones
<b>Year 1</b>	Term 1	Finalize Supervisory Committee membership & submit signed Supervisory Committee Approval form to GPA (Cristal) in Sept/Oct. (n/a for MSc transfers to PhD)
		Draft a research proposal & hold your first Supervisory Committee Meeting by Dec.–submit a signed Research Progress & Evaluation Form to GPA. (n/a for MSc transfers to PhD)
	Term 2	Submit a revised research proposal (once approved by your committee) to GPA, along with a signed Thesis Research Submission (TD1), and (if applicable) ethics/animal/biohazard form (TD4) form & supervisor’s notice of approval. Required by Faculty of Grad. Studies. (n/a for MSc transfers to PhD)
		Attend >70% of the Graduate Seminar Series; if you have a scheduling conflict contact the course director
		Research Progress Report & Evaluation in April or first week May– submit form to GPA.
Term 3	Research	
<b>Year 2</b>	Term 1	Research. A fall supervisory committee meeting is recommended. For new PhD students this can be used to establish cognate areas and assess preparation for the Prelim. Exam
	Term 2	Present first talk at the Graduate Seminar Series and attend > 70% of seminars
		Prelim. Exam (n/a for MSc transfers to PhD)
		Research Progress Report and Evaluation in April or first week May. The prelim can replace this requirement if held this term.
Term 3	Research.	
<b>Years 3-4</b>		Research, and Research Progress Evaluation in April/early May; Present 2 <sup>nd</sup> talk at Graduate Seminar Series; Complete Thesis
<b>Years 5-6 (if needed)</b>		Partial funding

### **Overall Rating: (Winter Term P/F Grade to be submitted to the Registrar’s Office)**

Pass      Fail      Incomplete\*\* (specify remedial action, and time-frame)

\*\*Incomplete grades can be held until July 15 (ie students may be asked to do remedial report/presentation to address major concerns or unacceptable performance).

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Co-Supervisor  
(if applicable)

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Supervisory Committee

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Supervisory Committee