

PhD BIOLOGY 7021/7022/7023/7024

PhD RESEARCH PROGRESS EVALUATION FORM

FULL NAME: _____ **STUDENT #:** _____ **PhD Yr (1-6):** _____

MEETING *(please check one and include the meeting date):*

- | | |
|--|-------------|
| <input type="checkbox"/> First Year – Fall Meeting | Date: _____ |
| <input type="checkbox"/> First Year – Spring Meeting (BIOL 7021) | Date: _____ |
| <input type="checkbox"/> Second Year – Spring Meeting (BIOL 7022) | Date: _____ |
| <input type="checkbox"/> Third Year – Spring Meeting (BIOL 7023) | Date: _____ |
| <input type="checkbox"/> Fourth Year – Spring Meeting (BIOL 7024) | Date: _____ |

*First year students (BIOL 7021) meet with their Supervisory Committee at the end of the fall term and the end of the winter term. After each meeting, submit this form to the Graduate Program Assistant (GPA). In subsequent years (BIOL 7022, 7023 and 7024) students are encouraged to also meet twice per year with their supervisory 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/check one)

Outstanding Very Good Good Acceptable Unacceptable

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

Strengths:

Areas for Development:

Action Plan (e.g., updated proposal, lab training, specific research goals, timelines):

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

Outstanding Very Good Good Acceptable Unacceptable

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

PhD Milestones (see also <https://biology.gradstudies.yorku.ca/guidelines/>)

Timeline		Required Program Milestones
Year 1	Term 1	Finalize Supervisory Committee membership & submit signed Supervisory Committee Approval form to the GPA in Sept/Oct. (one committee member required for MSc transferred to PhD)
		Draft a research proposal & hold your first Supervisory Committee Meeting by December and submit a signed Research Progress & Evaluation form to the GPA. (n/a for MSc transferred to PhD)
	Term 2	Submit a revised research proposal (once approved by your committee) to the GPA, along with a signed Thesis Research Submission (TD1), and (if applicable) ethics/animal/biohazard form (TD4) form & supervisor's notice of approval. The proposal & TD1/TD4 forms are required by FGS. This is required by April 30. (n/a for MSc transferred to PhD)
Research Progress Report & Evaluation in April or first week in May. Submit form to GPA		
Year 2	Term 1	Fall term supervisory committee meeting is recommended. For new PhD students this can be used for the PhD Prelim Exam.
	Term 2	PhD Prelim Exam (n/a for MSc transferred to PhD)

		Research Progress Report and Evaluation in April or first week in May. The Prelim can replace this requirement if held by end of June
Year 3 - 5		Research Progress Report and Evaluation in April or first week in May
Year 6 (if needed)		Partial funding (no York Fellowship to cover tuition)

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

Pass Fail Incomplete ***Specify Remedial Action below

Remedial Action:

***Incomplete grades for Winter Term Evaluation can be held until July 15

Supervisor Name	Signature
Co-Supervisor (if applicable)	Signature
Committee Member Name	Signature
Committee Member Name	Signature

Cc: Graduate Student

Graduate Program Director