**For the 5th+-year student:** Forward the Annual Review Form to your advisor when your portion is complete. Cc your advisor when you send the completed form to the CDB office.

1. Briefly list your project’s current Specific Aims and note how they may have changed since your last annual meeting.

2. Summarize, as bulleted list, your major accomplishments in the past year.

3. Summarize any technical or other problems you have encountered over the past year and how have, or have planned to, surmount them.

4. Summarize your plans for the next year.

5. List any manuscripts published, in preparation or planned for the next year.

6. Have you presented at a national or international conference so far? If not, do you have plans to attend one this year? Which one?

7. What is your anticipated DEFENSE date? Month/Year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Clearly state your plans to complete your research and defend by your anticipated date. Provide timelines for completion of experiments, submission and/or revision of manuscripts, predefense meeting, completion of dissertation, and oral defense.

9. Have you started making post-graduation plans, such as postdoc or job applications?

**For the advisor:**

***How close is the student to becoming an independent scientist? How close is the student to graduation?***

1. How well can the student plan and/or execute specific experiments without significant feedback from the advisor? Is the student able to successfully adopt new experimental procedures whenever needed?

2. How well can the student troubleshoot experiments on their own and develop a plan for the next steps / experiments – either to test alternative explanations possibly by different experiments or additional controls or to propose alternative approaches?

3. Is the student diligently maintaining lab notes (physical or digital) to properly document experiments and store data?

4. How well can the student conceive and develop plans for subsequent stages of their project without significant input from the advisor?

5. Does the student ever come to the advisor with interesting ideas and plans for follow-up or new project directions?  If so, do they follow those ideas with suitable literature research and specific plans in terms of possible research design for such projects?

6.  Is the student spending enough time in the lab to complete the project(s) for thesis?

7. Is the student goal-orientated and working efficiently to complete the PhD in a timely manner?

8. Do you agree with the student's projected timeline for degree completion?

If NO, please state your expected timeline and why it differs from what the student has written.