

Neuroscience Graduate Program

**ANNUAL REPORT ON PROGRESS IN CANDIDACY IN THE DOCTORAL PROGRAM**

(Note: The absence of filed reports will be considered a lack of significant progress toward degree and could result in termination of funding, and/or recommendation for dismissal from the program)

Student Name: \_\_\_\_\_ SID#: \_\_\_\_\_

Advance to Candidacy Date: \_\_\_\_\_ Last Meeting Date: \_\_\_\_\_

Anticipated Completion Date: \_\_\_\_\_ Current Meeting Date: \_\_\_\_\_

**PRIOR TO THE MEETING** (student must complete following and forward to Thesis Committee, at least 10 days before the scheduled meeting date):

**Progress Report** (no more than 2 pages) addressing following questions:

1. What progress have you made toward degree during the past year? (Do not report on progress from past years). Explain any deviations from last year’s goals.
2. Outline the remaining requirements for your dissertation and propose a timeline for completing them. Indicate clearly your specific goals for the next year.
3. Do you use animal and/or human subjects in research?  No  Yes; if Yes, Protocol #: \_\_\_\_\_

**AT THE MEETING:**

The Thesis Mentor and any two of the three committee members are considered a quorum. Secure signatures from attendees at the end of the meeting.

Committee Evaluation of likelihood of completion in **5.5 year**:  Uncertain  Likely  Certain

Signatures:

\_\_\_\_\_ (Chair) \_\_\_\_\_

\_\_\_\_\_ (Co-chair) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Outside) \_\_\_\_\_

(name)

(signature)

**AFTER THE MEETING:**

At the close of the meeting, student brings signed form and copy of progress report to Graduate Affairs Office [GAO], Hall.

If thesis adviser concludes that there is a need to write a report after the thesis meeting, the adviser sends the report to the committee and the GAO at [kmarkow@berkeley.edu](mailto:kmarkow@berkeley.edu). The report is shared with the student who has the right to reply to comments, which should be submitted by email to committee and the GAO. The mentor’s report and the student’s reply become part of the student’s permanent record.

\_\_\_\_\_  
Signature of Head Graduate Adviser

\_\_\_\_\_  
Date