

**Checklist for Evaluation of Graduate Files**

A. General Data: Current Date: \_\_\_\_\_ \*  
Name: \_\_\_\_\_ \*  
Ph.D. \_\_\_\_\_ M.S. \_\_\_\_\_ Level: (Molec-Cell-Develop, Ecol-Env, Evol-Syst-Gen, Micro-Immuno)\*  
Date of Arrival: \_\_\_\_\_ Admission Status (Regular, Provisional, Non-degree) \_\_\_\_\_ \*  
Major Professor: \_\_\_\_\_ \*

Progress toward degree requirements (in relation to time in program):

Plan of Study (semester approved): \_\_\_\_\_ \*

Written research prospectus: (date approved) \_\_\_\_\_ \*  
Extent of proposal (GRC only) \_\_\_\_\_

Doctoral prelims (date passed): \_\_\_\_\_ \*

Committee meetings (date for current year) (Do not remove old committee letters.): \_\_\_\_\_ \*

Seminars (Two required): 1<sup>st</sup> seminar (date) \_\_\_\_\_ 2<sup>nd</sup> seminar – Final or terminal seminar (date) \_\_\_\_\_ \*

B. Evaluation:

1. Coursework:
  - a. Plan of Study Progress: \* \_\_\_\_\_  
\_\_\_\_\_
  - b. GPA: \* \_\_\_\_\_
2. Research Progress:
  - a. Advisory Committee Evaluation (letter) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Professional Activities:
  - a. Grants\* \_\_\_\_\_
  - b. Presentations\* \_\_\_\_\_
  - c. Publications\* \_\_\_\_\_
  - d. Service\* \_\_\_\_\_
4. Teaching Performance: (for the current year)
  - a. Courses Taught: \* \_\_\_\_\_
  - b. Student Evaluations: \* \_\_\_\_\_
5. Additional Information (CV updated, etc.):\* \_\_\_\_\_  
\_\_\_\_\_
6. Rating: Excellent    Satisfactory +    Satisfactory    Satisfactory -    Unsatisfactory  
(circle one: GRC only)
7. Other Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Students, please fill in

<http://www.biol.vt.edu/graduates>