**Directions:** Fill out this report together with your advisor in an attached separate sheet. If you and your advisee agree on the appraisal and deadlines, you should both sign the form, indicating the date of your meeting. For any points of disagreement, please flag that these exist and note them (in attached separate sheet).

Convene your Prospectus committee (meet together or separately) to discuss progress, plans, and potential stumbling blocks with this report as a basis.

Please also attach an updated copy of your CV (list the publications submitted or in preparation, talks given or planned, and posters presented or planned) with a link to your google scholar’s profile.

1. **Give a short description of your work during the past year. This may include a brief description of the problem you are working on, your research objectives, and possible technical challenges.**

1. **Give an assessment of your progress, results obtained, and potential obstacles.**
2. **Are there skills, areas, and/or milestones that require attention before the next review?**
3. **Student’s request(s) for advisor’s actions (e.g. more frequent meetings)**
4. **What milestones/results should be reached before graduation?**
5. **Expected date for graduation**
6. **Caveats (if any)**

**Student Name & Signature**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Advisor Name & Signature**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The committee member’s responsibility during yearly progress meetings is to advise and aid the student advance towards a finished dissertation and check that the student is gaining the appropriate skill set.

**Committee member name (in print) Signature Date**

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**Student: Please retain a copy for your own record. Turn in the signed for the ECE PhD Program’s office, Room PHO324.**