

## MS Student Progress Checklist

Advisors use this checklist to guide student program progress. At completion, the Advisor should keep a copy and give the originals to the Graduate Coordinator. The Coordinator's signature in the Completion of BIO 591 section confirms that a student has completed the MS.

Student \_\_\_\_\_

Matriculation attained (date) \_\_\_\_\_ Degree candidacy attained (date) \_\_\_\_\_

### Committee Composition

The advisor and at least two other committee members must be from the department.

*Signatures designate successful formation of the committee*

Advisor \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Attach any deficiencies/prerequisites to full matriculation.

### Outcome of Written Examination

This is a summary of results. Answers may be rated *pass*, *no pass* (requires further testing to ensure adequate knowledge for degree attainment), or *fail* (reserved for rare instances where the answer quality and/or quantity is so low that it effectively removes the student from the program with no provision for further testing).

Completion date \_\_\_\_\_

*Signatures indicate completion*

Advisor \_\_\_\_\_ Rating \_\_\_\_\_

Member \_\_\_\_\_ Rating \_\_\_\_\_

Member \_\_\_\_\_ Rating \_\_\_\_\_

Member \_\_\_\_\_ Rating \_\_\_\_\_

**Completion of BIO 591**

To obtain a grade, the student must complete each of the following:

Completed the project \_\_\_\_\_

Received passing grades on each written exam question \_\_\_\_\_

Presented a seminar to the department \_\_\_\_\_

Completed the online exit survey \_\_\_\_\_

*Signatures indicate completion*

Advisor \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_

Graduate Coordinator \_\_\_\_\_ Date \_\_\_\_\_