**Template for DGES Graduate Student Annual Report**

**Reporting Period:** Jan. 1, 2022 to Dec. 31, 2022

**Instructions for completion:**

**Step 1:** Complete this report by **February 15** and email it to your advisor.

**Step 2:** Meet with your advisor to discuss your report. Please contact your advisor to schedule this meeting – don’t assume that your advisor will initiate it.

**Step 3:** Your advisor will complete the final page of the report, and both you and your advisor must sign the completed report. The signed report must be emailed to Dee Schutte (dee@ou.edu) by **March 8.** Timely submission of the report is required for DGES funding.

**Questions?** Please email Dee Schutte if you have questions about how to complete this form.

Name:

Degree program:

Advisor name:

Semester you entered the graduate program:

Anticipated date of graduation:

Brief description of your career goals for the next 5-10 years:

Committee members (if known):

[ ]  By checking this box, I affirm that I have met with my full thesis or dissertation committee this academic year; or that I have scheduled my committee meeting for later this semester. Beginning in the second year of their program, all students must meet with their full committee annually. First-year students do not need to check this box.

What milestones have you completed?

|  |  |
| --- | --- |
| **Milestone** | Date completed |
| Required courses completed (GEOG 6973, 6953, etc.) |  |
| All coursework completed |  |
| Formed Committee |  |
| Met with committee to discuss non-thesis or general exam |  |
| Thesis or dissertation proposal approved |  |
| Program of Study filed with the Graduate College |  |
| Advisory Conference Report filed with the Graduate College |  |
| General exam completed |  |
| All coursework completed (except thesis/dissertation hours) |  |

Number of credit hours earned toward degree:

Coursework completed during the last year:

**Research activities during the reporting period:**: *Describe your research progress during the reporting period. Are there problems or unanticipated events affecting your research efforts? Did you meet the goals that you set during the last reporting period?*

**Professional meetings attended:**

**Talks, seminars, or posters presented:**

**Publications in review:**

**Publications in press:**

**Publications (complete list, not just during the reporting period):**

**Awards or recognitions during the reporting period:**

**Grants or fellowships applied for or awarded during the reporting period:**

**Any other professional activities not covered above:**

**Research milestones to be achieved during the *next* reporting period.** Be specific with regard to data collection, analysis, manuscript submissions, and other areas relevant to your professional goals. These are targets for next year’s report.

**Academic milestones to be achieved during the *next* reporting period.** Be specific with regard to progress towards your degree. These are the targets for next year’s report.

**Are there aspects of your graduate training that you would like to see improved?**

**Faculty advisor’s review**

Based on the annual report above, as well as other information available to you, please comment on the student’s progress towards their degree. Comment in particular on the student’s accomplishments during the past year, but also any challenges or concerns and how they have been handled. Finally, comment on the goal and expectations for the following year as discussed with the student.

The student’s progress toward the degree is:

 [ ]  Satisfactory

 [ ]  Marginally satisfactory

 [ ]  Unsatisfactory

Advisor’s signature and date:

Student’s signature and date: