FSNH PhD ANNUAL PROGRESS REVIEW

FSNH doctoral students are required to submit this Annual Progress Review (APR) at the end of each academic year.

## Process

1. The GPA sends this form to current doctoral students every summer (the form can also be found on the [Graduate Student Resources page](https://foodsystems.uw.edu/students/graduate/)). Each student should fill out the form’s “Student Section” and then send it to their Committee Chair. **Student Deadline: September 1.**
2. Each student’s Committee Chair should complete the form’s “Committee Chair Section” and submit it to the GPA at [gradnutr@uw.edu](mailto:gradnutr@uw.edu). **Faculty Deadline: September 20.**
3. The APR will be reviewed by the GPA, GPC, and Program Director. Feedback will be shared with the student as needed.

# Student Section

## General Information

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| Student Name: |  |  |  |
| Academic Year: |  | Year in PhD Program: |  |

**\*\*Please attach an unofficial copy of your UW transcript.**

In which quarters are you hoping to receive funding for the next academic year? *(Please note that a request for funding does not guarantee you will receive it.)*

Autumn  Winter  Spring

## Faculty Advisor/Committee

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| Committee Chair: |  | Member: |  |
| GSR: |  | Member: |  |
| Member: |  | Member: |  |

## Self-Evaluation

Please address the following prompts as is relevant to your progress this past year and your future plans. Please keep your answers thoughtful but brief.

1. What are your goals for this next academic year?
2. When do you plan to complete your next milestone (General or Final Exam)?
3. How did your accomplishments measure up to your planned goals for this past academic year? (First-year students: you may choose to reflect on your first year and how your experience has measured up to your expectations.)
4. Do you have any concerns about your progress in the program? If so, please elaborate so that we (the program, your committee, and/or advising) may be able to help.
5. Are you receiving the advising or co-advising you need (e.g., Are you meeting often enough? Are your interactions productive?)? If not, what do you feel is missing?
6. Is there anything else that we (the program, faculty, and/or advising) can do to better support you?
7. Is there anything else you’d like to share?

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### Dissertation Updates

Please provide a brief self-evaluation of progress on your dissertation prospectus or actual dissertation. Your response should include the status of your prospectus, your outline, a working title, and your general timeline.

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### Professional Activities

Provide any plans for professional activities, such as conference attendance, paper presentations, publications, etc. You should include conference submissions—regardless of your acceptance—as well as conferences and fellowships you have already applied for or plan to apply for.

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### Funding

Provide any information about or plans for fellowships and grant applications. Include your history of external fellowship and grant applications, regardless of acceptance.

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# Committee Chair Section

We appreciate your candid evaluation of this student’s academic performance and progress toward their doctoral dissertation over the academic year. Please feel free to express your views on any areas you believe have a bearing on the performance of this student and their ability to complete their degree requirements.

1. How would you assess this student’s overall progress in the program?
2. If this student has specific areas that require improvement, what are they?
3. What are you struggling with (if anything) when it comes to advising this student?
4. Do you have any concerns about this student’s proposed timeline for their dissertation and/or General/Final Exams?
5. Is there anything else you’d like to share?
6. Optional: Do you have any recommendations, suggestions, or general feedback for how the GPA, GPC, and/or the FSNH Program can improve the PhD process?

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# Program Review Section

Program Leadership (including the GPA, GPC, and Program Director) will review APRs and the following criteria, as needed, to ensure students are doing well and staying on track. If a student requires follow-up or further support, the GPA and/or GPC will reach out directly.

1. Completion of all scheduled program requirements to date.
2. Prior committee feedback.
3. Academic publications, bridging publications (e.g., policy briefs, op-eds, book reviews, etc.), and conference presentations. Submissions count regardless of acceptance, with weight placed on actual presentations and publications.
4. Grade point average.
5. History of external fellowship or grant applications.
6. Assessment of TA or RA performance by supervising faculty, if applicable.