

**Department of**

**Chemistry & Biochemistry**

Graduate Studies Office

**Post-Candidacy Progress Report**

**Instructions**

*The focus of the post-candidacy progress report is to discuss goals and progress on the road to publication and graduation. An explicit question that the committee should address each year is, “What is needed for the student to graduate, and what is the timeline?” Please fill out the PCPR below in connection with your annual Advisory Committee Meeting.*

Student

1. Fill out the meeting dates, names, and answers to the Student questions below.

2. Save the file and give it to your advisor.

Advisor

3. Please fill out the answers to the two Advisor questions.

4. Please send a copy of the file to the student and committee members before the annual advisory committee meeting.

Student

5. Please print the document and bring it to the advisory committee meeting. You do not need to include this page.

Advisor/Committee

6. Please record any comments that came up during the committee meeting (handwritten is fine). Please especially note comments about requirements/timeline for graduation differ from the original Advisor analysis.

7. Please sign the form.

Student

8. Please return a scanned PDF copy of the signed, completed PCPR to burke.247@osu.edu. Please name the file last\_name-PCPR-year.pdf.

*Students should meet with their Advisory Committees at least once a year, typically in the spring term (near each anniversary of the candidacy exam).* ***The PCPR is due annually by May 31st.***

The Department of Chemistry and Biochemistry

Graduate Studies Office

1110 Newman-Wolfrom Laboratory 100 West 18th Avenue, Columbus, OH 43210



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**Post-Candidacy Progress Report**

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**Meeting Date (MM/DD/YY) Date of Last Meeting (or Candidacy Exam)**

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**Student Name Student Signature**

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**Advisor Name Advisor Signature**

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**Committee Member Name Committee Member Signature**

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**Committee Member Name Committee Member Signature**

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**Committee Member Name Committee Member Signature**

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**Committee Member Name Committee Member Signature**

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**First Semester in Program Time in Program (0.0 years)**

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**Student Questions**

1. **Briefly describe your research progress since the last meeting (or candidacy exam—this section should be about a half page).**
2. **Briefly describe your progress on papers. What papers have you published and what is your expected timetable for publishing other results? In particular, what is the status of your first-author paper(s)? Please briefly explain your role in papers for which you are not first author.**

**Student Questions Continued**

1. **Briefly describe your plans and timetable for the next year, including research, publications, OSBP requirements, meetings and conferences, and dissertation/graduation.**
2. **Briefly describe your career goals and your plans for moving on to your next position.**

**Advisor Questions**

1. **Briefly comment on the student’s progress to date.**
2. **Please give goals and areas for improvement for the student in the next year.**

**Advisor Questions Continued**

1. **Please provide your best estimate of the student’s schedule to publish a first author paper and to graduate. If you cannot provide such an estimate, state why, and explain what will be necessary to make the estimate.**

**Committee comments at the meeting:**

*Please fill this section out at the end of the meeting and sign the first page.*