**ANNUAL RESEARCH ADVISORY COMMITTEE MEETING**

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| **Student’s Name:** |  |  | **Advisor:** |  |
| **Meeting Date:** |  |  | **Program:** | [ ]  Fulltime (3 year) [ ]  Part-time (4-year) |
| **Student status in the program:**  | [ ]  Completing coursework in Year 2[ ]  Completing coursework in Year 3 *(if part-time student)*[ ]  Preparing for the qualifying exam[ ]  Working on the dissertation proposal[ ]  In dissertation phase[ ]  Other:  |
| **Overall Research Progress:** | [ ]  Satisfactory [ ]  Unsatisfactory |
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**Research progress since the last meeting:** *(i.e., overview of completed coursework and the student’s progress towards achieving knowledge/clarity around their research problem, the qualifying exam, and/or the dissertation focus/project)*

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**Research goals for the next meeting:** *(i.e., goals for the student to achieve knowledge/clarity around their research problem and/or progressing towards the qualifying exam and the dissertation focus/project)*

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**Writing goals for the next meeting:** *(i.e., papers, manuscripts, grants)*

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**Presentation goals for the next meeting:** *(i.e., conferences, meetings, talks)*

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**Discussion at the meeting:** *(i.e.,* *recommended electives, outreach to researchers/experts, or any other relevant items)*

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**Estimated timeline toward completion of the program:** *(i.e., timeline for completing their coursework, the written and oral portions of the qualifying exam, preparing and defending their dissertation proposal, etc.)*

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**Comments of student:** *(optional)*

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| **Committee Name (please print)** |  | **Signature** |  | **Concur** | **Dissent** |
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Student Signature:

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| Program Director Signature |  | Senior Associate Dean Signature  |  | Date |

*After all signatures are obtained, the form is sent**to the program Director, Dr. Rula Btoush and the Administrative Coordinator, Emily Dembosky. Then, the form is to the School of Graduate Studies – SGS (**tina.marotolli@rutgers.edu**).*