

*University of Pennsylvania School of Nursing*

**PROGRESS UPDATE and ANNUAL DISSERTATION COMMITTEE MEETING FORM**

*It is a University requirement that doctoral students who have constituted a dissertation committee meet with their entire dissertation committee at least once each year. Additionally, it is a School of Nursing requirement that all doctoral students submit a progress update form once each year.*

**Instructions: ALL doctoral students are to complete this form and return it to the School of Nursing, Office of Student Services, Suite M-18 no later than May 1st of each year.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

I am not on dissertation status (NURS 995)

I am on dissertation status (NURS 995) and have met with my dissertation committee:

Date of meeting: \_\_\_\_\_

Names of committee members in attendance: \_\_\_\_\_

**Academic Progress**

What progress have you made toward the completion of your doctoral studies in the last year? Explain any deviation from your previous goals. If you are on dissertation status, please describe the specific parts of your dissertation completed since last December.

Outline the remaining work that needs to be accomplished to complete coursework/doctoral exams/dissertation and propose a specific timetable for completing that work. If you are on dissertation status, please include your expected graduation term.

**Professional Progress**

Please list, from the last year: publications, patents, honors/awards, professional associations or leadership roles, professional meetings attended, networking activities, oral or poster presentations at professional meetings, seminar presentations, new areas of research/technical expertise, teaching activity, and/or any other professional activities.

Please describe your career goals and career development progress over the last year, and identify your career development needs for the coming year.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Advisor / Dissertation Chair Signature: \_\_\_\_\_

Date: \_\_\_\_\_