

Department of Physics, Box 351560

INTERDEPARTMENTAL

DATE Monday, March 30, 2009

TO: Physics Graduate Students

FROM: Steve Sharpe, Graduate Program Coordinator

RE: 2009 Annual Activities Report, **Due May 1**

Each Spring, you are required to complete an Annual Activities Report. This report is aimed at helping you reflect on your accomplishments, establish new goals, and maintain satisfactory progress. It is also an opportunity for you to meet with your academic or research adviser to discuss your progress and plans.

Please complete your portion of the report and then arrange to meet with your adviser (either your research advisor if you have one, or your faculty advisor) to discuss it. The guidelines below will help you and your adviser determine whether you are making satisfactory progress. After your adviser has added his or her comments to the report, please return it to the Graduate Program Assistant in PAB C139B or at grad@phys.washington.edu. Reports must be returned by ***Friday, May 1, 2009***.

Physics Department Guidelines for the Satisfactory Progress of Physics Ph.D. Students

1. At present, the median time from entry into the graduate program until Ph.D. is approximately 6 years. The department strongly urges students and advisors to aim for 4-6 years.
2. The Qualifying Examination will usually be taken at the beginning of the second year.
3. The Supervisory Committee will usually be formed within one year of passing the Qualifying Examination and should be formed within two years of passing the Qualifying Examination. During the period before formation of the Committee, students are encouraged to meet with several faculty members and to enroll in Physics 600 in areas of potential research interest.
4. The General Examination will usually be taken during the third or fourth year. Students should register for Physics 800 after passing the General Examination.
5. Entering students who do not have the normal background are encouraged to take an alternate first year program containing undergraduate upper division courses in order to attain the proficiency needed for graduate courses. Such a program is one cause of modification of the typical progression.

For more information about satisfactory progress, please see Physics Ph.D. Program: Information, Policies & Procedures at <http://www.phys.washington.edu/forms/PhDPolicies2007-08.pdf>. If you have questions about this report, please contact me at sharpe@phys.washington.edu. At any time, you may contact Jen Lehner, Graduate Program Assistant at grad@phys.washington.edu.

PRE-COMMITTEE ANNUAL STUDENT ACTIVITIES REPORT

Date _____

Name _____ Yr of entry _____
Last First

STUDENT'S COMMENTS

1. Have you had any official leave that interrupted your graduate studies? If yes, please describe.

2. Have you passed the qualifying exam? Yes No

2a. If not, when do you expect to take or retake the qualifying exam? _____

3. Who is your academic adviser (if applicable)? _____

4. With whom are you doing research (Physics 600 and/or RA)? _____

4a. Has your research adviser agreed to supervise your thesis? Yes No

5. What courses have you taken this year? Say whether taken for credit, audited, or informally audited. Add any comments you wish.

6. For which courses have you been a TA this year? Add any comments you wish.

7. If you do not have a research adviser, describe your plans for independent study/research (Physics 600) during the next year. If you have a research adviser, describe the status of your current research and what you expect to accomplish during the coming year, and when you plan on forming your Supervisory Committee. Please list any courses you plan to take. Please note whether you have taken or been waived out of the Department's required classes (first year classes and two "breadth" courses), and, if not, what your plans are to do so.

ADVISER'S COMMENTS

Please comment on the student's progress and plans. Do you agree with the student's assessment of his or her progress? Do the plans seem realistic and achievable to you? Do you have suggestions to help the student achieve his or her goals?

Date _____