

# Geophysics Pre Candidacy PhD Annual Review

**Instructions:**

**1. Annual Review Report**

- Complete Section I of the Annual Review Report
- Attach a completed PhD Degree Requirement form
- Attach a copy of the student’s unofficial academic transcript

2. Circulate or share the link to the completed advising expectations agreement form to all committee members in advance of the annual review

**3. Meeting of the Advising Committee for the Annual Review**

- Schedule a meeting with the Advising Committee during the specified dates in Autumn Quarter. The Advising Committee will assess progress, and provide any necessary guidance and recommendations
- The Advising Committee includes the Faculty Advisor and (if relevant) the co-Advisor plus at least two other Stanford faculty members (members of the Stanford Academic Council). The majority on the Advising Committee must be Geophysics faculty (i.e. two Geophysics faculty on a committee of three, three Geophysics faculty on a committee of four or five, etc.). “Geophysics faculty” are members of the Academic Council with a primary or joint appointment in the Geophysics Department, so this does not include Courtesy or Adjunct faculty
- The Advising committee completes Section II of the Report, and the student and other committee members approve the completed annual review and PhD degree requirements form

**4. Submission & review of the student’s academic record**

- Student: Upload the completed Annual review form, PhD requirements form and unofficial transcript in a single PDF in the online student folder
- Student: Obtain signatures or online approvals from each of the advising committee members
- Student: After all committee members have approved the annual review form, email the Assistant Director of Student Services to confirm completion of the annual review form and submission of the form for review.
- Assistant Director of Student Services: review the student’s academic record, consult the Director of Graduate Studies as needed, and notify the student and the Faculty Advisor of deficiencies, if any

**Annual review date** \_\_\_\_\_

Student		Sign/online approval		Date	
<b>Signatures of the Advising Committee:</b>					
Faculty Advisor		Sign/online approval		Date	
Other Member		Sign/online approval		Date	
Other Member		Sign/online approval		Date	
Other Member		Sign/online approval		Date	

## Section I

1. Review your course plan and courses needed to complete your degree program (include course number and name). Attach the degree requirements form.

2. List any research project(s) or other special projects either completed or ongoing:

3. Describe your summer internship or other recent work experience, if any:

4. Describe your prospective PhD research (include the names of possible funding sources):

5. Discuss and provide information about your PhD Qualifying Examination

a. Prospective title of your research proposal:

b. Suggested members of your Qualifying Committee:



8. Describe other noteworthy events and accomplishments (e.g., honors, awards or commendations):

9. Review the Advising Expectations Agreement and document any notes:

10. Discuss any impacts or concerns the COVID-19 pandemic may have had on academics and possible solutions:



