



Boston University College of Engineering
Department of Mechanical Engineering

MEETING REPORT OF PHD POST-QUALIFYING EXAM COMMITTEE

Section 1. This section is to be completed by the student in advance of the committee meeting.

Student: _____

Date of meeting: _____

Advisor: _____

Matriculation Semester: _____

Date of successful completion of the PhD Qualifying Exam: _____

Please summarize your academic progress since the last committee meeting (300 words or less):

Publications authored/co-authored on graduate work done at BU (please give full bibliographic information):

Conference presentations authored/co-authored on graduate work done at BU (please give full bibliographic information):



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Section 2. This section is to be completed during the committee meeting.

Committee members: _____

Committee's overall impression of student's progress: (circle one)

Exceeds expectations

Meets expectations

Does not meet expectations*

Committee's summary of student progress, including areas of improvement:

Committee's recommendation for student's research priorities over the next 12 months:

Committee's recommendation for student's professional development:

Estimated Prospectus Defense date: _____

When will your next committee take place? _____

(cannot exceed 12 months away; N/A if your defense will take place in less than a year)

*"Does not meet expectations" status requires a follow-up meeting within 6 months with clear milestones/guidelines to hit.



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The committee and student have discussed the information included above.

_____	_____	_____	_____
Student Signature	Date	Advisor Signature	Date

Department Review:

Received by ME Academic Programs Manager:

_____	_____
Signature	Date

For G4+ students only:

Received by ME Associate Chair for Graduate Research Programs:

_____	_____
Signature	Date

Notes from ME Associate Chair for Graduate Research Programs: