**CMB SEMESTER REPORT**

**Pre-Candidate, Winter Semester**

*(Due: Last Week of Winter Semester)*

*Student should fill out as much information as possible, and give to mentor to fill in the rest (with input from the prelim committee). Please meet to discuss, and provide both signatures at the bottom.*

**BASIC INFO**

**Student Name: Mentor Name:**

**Student is an MSTP student**: [ ]  Yes (CMBIOL 599) [ ]  No (CMBIOL 990)

**One-Sentence Summary of Research Project:**

**GRADES**

**Grade entered in Wolverine Access** (circle): (Non-MSTP) [ ]  Satisfactory (S) [ ]  Unsatisfactory (U)

 *E.g. A, A-, B, C …* (MSTP only) Letter Grade:

**For this semester, please confirm that you entered this student’s grade into Wolverine Access:**

[ ]  Yes

[ ]  I am having some trouble and need assistance *(Note, admins cannot enter grades for mentors, but they can help troubleshoot the issue/get the Registrar’s Office to assist)*

[ ]  I have some concerns and would like to discuss with CMB leadership first (e.g. remediation, etc.)

**RESEARCH PROGRESS/EFFORT**

**Time put into the laboratory work:**

[ ]  Extensive [ ]  Adequate [ ]  Little

**Intellectual interest in the project:**

[ ]  Extensive [ ]  Adequate [ ]  Little

**Student’s capacity to grasp the appropriate concepts and follow the analytical transition between concept and experimental design:**

[ ]  Good [ ]  Average [ ]  Poor

**Please rank the student’s intellectual input into the experimental design:**

 Total passivity with 1 2 3 4 5 A very high amount of

 all input from advisor [ ]  [ ]  [ ]  [ ]  [ ]  input by the student

**CMB SEMESTER REPORT – CONTINUED**

**Pre-Candidate, Winter Semester**

**Please provide a 1-2 paragraphs describing the following:**

1. Progress toward specific aims.

2. Feasibility of current and proposed experiments.

3. Quality of experimental data.

4. Quality of scientific thinking

5. Status of future career planning

6. Student’s strengths and weaknesses in research

7. Are you satisfied with the student’s progress? List any additional comments or concerns.

**Do you recommend the student be advanced to candidacy for the Ph.D. if all other requirements are met, including academic performance and passing the Preliminary Exam? If not, why?**

**DISSERTATION COMMITTEE**

***CMB students are required to meet with their dissertation committees* every 6 months*, starting no later than November of their 3rd/G2 year (second year in CMB).*** Has the student started forming a committee yet? If so, which committee members are in consideration? Who has agreed to serve?

*Note, students can start meeting with committees before they are formally approved by the CMB Program Committee. See Rackham’s guidelines* [*HERE*](https://rackham.umich.edu/faculty-and-staff/dissertation-committees/guidelines-for-dissertation-committee-service/) *on committee membership.*

*Once the student starts meeting with the committee, please complete page 3 of the “candidate” Semester Report (Dissertation Meeting Addendum) as soon as possible (see* [*CMB Forms*](https://medicine.umich.edu/dept/cmb/current-studentsfaculty/cmb-forms)*), and save to submit in Fall semester with pages 1 and 2.*

**CMB SEMESTER REPORT – CONTINUED**

**Pre-Candidate, Winter Semester**

**PROGRAM MILESTONES AND PROFESSIONAL DEVELOPMENT**

*Please fill out the following CMB timeline for pre-candidate requirements. Is the student on track?*

**Benchmark Target Actual Date**

Search for GSI appointment for year 3/G2 By March \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(One term required – recommended in year 3/G2 or 4/G3 – must be approved by CMB in advance).*

Apply for [Rackham Pre-Candidate Research Grant](https://rackham.umich.edu/funding/funding-types/rackham-graduate-student-research-grant/) By April \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Not required, but this is an easy $1500 the student will be ineligible for after they become a candidate*

Attend [MORE Mentorship Workshop](https://rackham.umich.edu/faculty-and-staff/resources-for-directors/mentoring/) By May \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Create IDP ([Science Careers](https://myidp.sciencecareers.org/?AspxAutoDetectCookieSupport=1) or MSTP IDP) By May \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prelim Passed By May \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dissertation Committee Formed/Approved By July \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attend 4 CMB Dissertation Defenses By August

Defense 1: \_\_\_\_\_\_\_\_ Defense 2: \_\_\_\_\_\_\_\_ Defense 3: \_\_\_\_\_\_\_\_ Defense 4: \_\_\_\_\_\_\_\_

**Student has plans to attend and present a poster at the Spring Symposium in May?**

 [ ]  Yes [ ]  No

***Reminder, Fall retreat and Spring symposium are required annually and dates are announced 6-12 months in advance.*** If the student did not attend the retreat or symposium, or came late/left early, please list here how the student intends to make up the time missed:

*See the* [*retreat/symposium attendance policy*](https://medicine.umich.edu/sites/default/files/downloads/March%202023%20-%20CMB%20Retreat%20and%20Symposium%20Policy%20Change_2.pdf) *and ways to make up missed time. If the student is not meeting expectations of the CMB program, they are subject to* *the* [*Rackham Academic Probation policy*](https://rackham.umich.edu/academic-policies/section3/#3-5)*.*

**NEXT STEPS**

* Assuming the student is on a typical timeline and has passed their prelim exam by late April, the CMB Program Committee will review all students in May based on their holistic record (prelims, rotations, grades, course requirements, etc.), and decide whether to advance to candidacy
* Candidacy is typically approved and submitted to Rackham by Spring or Summer half term.
* Dissertation committee information will be requested by June and voted on in July by Program Committee.
* The student should meet with their committee for the first time, no later than November.

Please sign below that both the mentor and student have had a discussion about the information above.

**Signature of Chair** Date:

**Signature of Student** Date: