**Illinois State University**

**Mennonite College of Nursing**

**Doctor of Philosophy**

**PhD Student Annual Benchmarks and Review of Progress**

Date: Click here to enter a date. Year in program: Click here to enter text.

Student Name: Click here to enter text.

|  |  |
| --- | --- |
| **Annual Benchmarks** (completed by student): | **Review of Progress** (completed by student): |
| Education: Click here to enter text. | Education: Click here to enter text. |
| Research: Click here to enter text. | Research: Click here to enter text. |
| Service: Click here to enter text. | Service: Click here to enter text. |

**Benchmarks Approved:**

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: Click here to enter a date.

Faculty Advisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: Click here to enter a date.

Director of Graduate Programs Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: Click here to enter a date.

**Year 1** (or after 18 semester hours)

 Academic Plan

1. Submit Plan of Study to Mennonite College of Nursing Office of Student Services
2. Begin to identify courses for cognate
3. Begin to identify committee members for dissertation
4. Begin to assemble annotated bibliography
5. Maintain good academic standing

Research

1. Regularly attend research colloquia
2. Begin to define dissertation research area
3. Participate in a guided research team
4. Attend one scientific conference (MNRS)
5. Write and plan for submission of pre-doctoral application

Service

1. Participate in service activities\*

**Year 2** (or after 36 semester hours)

Academic Plan

1. Begin to assemble annotated bibliography
2. Gain experience as a teaching assistant, if necessary
3. Prepare for preliminary exam/dissertation proposal defense
4. Maintain good academic standing

 Research

1. Regularly attend research colloquia
2. Participate in a guided research team
3. Attend and present at one professional conference
4. Submit (or resubmit, as appropriate) pre-doctoral application
5. Co-author manuscript with advisor or other faculty member
6. Prepare and submit one journal article as first author

Service

1. Participate in service activities\*

**Year 3** (or after 54 semester hours)

Academic Plan

1. Successfully complete coursework
2. Successfully complete preliminary exam/dissertation proposal defense
3. Complete research residency
4. Maintain good academic standing

 Research

1. Regularly attend research colloquia
2. Participate in a guided research team
3. Attend and present at one professional conference
4. Present at a research conference
5. Submit co-authored manuscript with advisor or other faculty member for publication
6. Prepare and submit one journal article as first author

Service

1. Participate in service activities\*

**Year 4** (or after being admitted to candidacy)

Academic Plan

1. Schedule dissertation defense
2. Successfully defend dissertation
3. Complete graduation forms

 Research

1. Conduct dissertation research
2. Present at a research conference
3. Prepare and submit one journal article as first author
4. Submit co-authored manuscript with advisor or other faculty member for publication
5. Prepare post-doctoral application

Service

1. Participate in service activities\*

\* Examples of service activities include membership on an academic committee, professional society, or participation in a MCN committee.

**Annual Evaluation Report**

*(To be completed by faculty advisor)*

Date: Click here to enter a date.

Student Name: Click here to enter text.

**This is to verify that an Annual Evaluation has been conducted for the above student including review of grades, scholarly productivity, adherence to plan of study and progress toward dissertation completion.**

**The following action is recommended: (check only one)**

[ ]  1. Satisfactory progress (original plan of study is current, attach a copy)

[ ]  2. Satisfactory progress, however, a revised plan of study is required.

(Attach a copy of revised program of study.)

[ ]  3. Unsatisfactory progress – a revised plan of study and/or other

requirements are listed below. Copies sent to Graduate Program Coordinator.

**Comments or Requirements:**

**Approved:**

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

Faculty Advisor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

Director of Graduate Programs Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

***Forward this form and a current plan of study to***

***MCN Office of Student Services***