SUMMER 2013

PHYSICS PHD GRADUATE STUDENT CHECKLIST -- VERSION 1: 5 AUG, 2013

Direction: All graduate student should print and complete this document. Complete each line. Be sure to include signatures from your research advisor and from the Director of the Graduate Program as needed on last two pages. Completed forms (hard copy originals) are to be submitted to Betty Gaffney. Please photocopy and retain one copy for your records.

DEADLINE TO SUBMIT COMPLETED FORM, INCLUDING SIGNATURES: AUG 12, 2013
REVIEWED BY CEC: _______ DATE: _______ RECEIVED BY B. GAFFNEY: DATE: _______

GENERAL INFORMATION:

1. NAME:________________________________________________________________________

2. Semester and Year you started PhD Program (e.g., Fall 20XX): __________________________

3A. Did you enter the CWRU PhD graduate program having already earned a master's degree (or equivalent) at some other institution before you came to CWRU? (circle one): YES NO

3B: If “YES”, indicate institution and year your master's degree was earned: _____________________

4. Major research interest area: (e.g., CME, CMT, PAT, PAE, Medical Imaging, other):___________

5A. Do you have a Research Advisor (circle one): YES NO

5B: If you answered “YES” to 5A, then who is your Research Advisor:_____________________

5C: Is your Research Advisor in the Physics Department: (circle one): YES NO

5D: If “NO” to 5C, who is your Physics Department research liaison: _______________________

6: If you answered “NO” to 5A or if you have not finalized selection of your plans for dissertation research please indicate names of possible advisor(s) under consideration:__________________
ADVANCEMENT TO PHD CANDIDACY:

7A: Have you already completed and passed the PhD Qualifying exam: (circle one): YES NO
   If “NO” to 7A when do you plan to attempt the PhD Qualifying Exam (Month, year):___________

7B: Have you been approved by the School of Graduate Studies for Advancement to Candidacy?
   (circle one of these four:)   YES       NO       UNSURE       FORM SUBMITTED

7C: If you have answered “YES” to 7B, have you already completed the Topical Oral exam:
   (circle one):     YES    NO   If “NO” your tentative plans to take this (Month, Year:)________

PLANNED PROGRAM OF STUDY:

Note that the School of Graduate Studies may require that all students submit a Planned Program of Study (PPOS) via SIS before they are allowed to register for classes.

9A: Have you already submitted a Planned Program of Study (PPOS) via SIS and is it up to date?
   (circle one):    YES        NO, NOT YET, BUT I WILL VERY SOON

9B: Have you with in the past 6 months submitted a new PPOS and/or have you
   adjusted/modified/amended your PPOS with the past six months: (circle one):    YES        NO
   If “YES” please attach hard copy of your current PPOS from SIS. Check here if attached:_______

9C: If you answered “YES” to 9A, or 9B do you now need to further modify your PPOS in the future?
   (circle one):        YES    NO
   If “YES” please explain:

10A: If you are a domestic student and/or native English speaker, have you completed and received a
     passing grade from the UNIV 400 A/B teaching/communication training program?
     (circle one):    YES     NO   N/A    UNSURE

10B: If you are international student with English-as-Second-Language, have you completed and
     passed UNIV 400C/402(Intl. TA Communication Skills) at the proficient level?
     (circle one):    YES     NO   N/A    UNSURE
ARE THERE UNUSUAL OR UNRESOLVED ISSUES THAT APPLY TO YOUR SITUATION?

11A: Do any of the following apply? (please check all that apply and attach explanation if needed)

___ You have a GPA less than 3.0 or are otherwise not in Good Academic Standing.
___ You have an unresolved Incomplete in any graduate course.
___ You plan to petition to waive one or more particular degree requirements.
___ You have plans for changing your research advisor.
___ You are having difficulty finding a research advisor to work with.
___ You are having difficulty working with your advisor to develop a dissertation plan.
___ You have plans to possibly leave the graduate program or take a leave of absence.
___ You feel that you are making insufficient progress toward completing your degree.
___ You feel that your sources of financial support are threatened or uncertain.
___ You have other academic or research related concerns that should be addressed.

Explain any checked items for Question 11A. Alternately, please make an appointment to discuss the details with the Graduate Program Director.

11B: Do any of these apply:

___ You are planning to enroll in one or more “fellowship” courses for cultural purposes.
___ You are planning to travel to attend a workshop or conference this year to present your own work.
PROGRESS TOWARD UNIVERSITY COURSEWORK REQUIREMENTS:

12A. Attach a hard copy listing of your Unofficial Transcript from SIS listing grades for all graduate coursework completed. Check here if attached:_______

12B. Graduate coursework GPA (from your transcript):__________

13A: List all courses completed to date for Letter-Grade Graduate Credit: (e.g., PHYS 414, PHYS 581, etc.): Include only regular graduate courses in physics or approved related fields (400- and 500-level). Do not include PHYS 539, PHYS 601, or PHYS 701:

________________________________________
________________________________________
________________________________________
________________________________________

13B: Number of letter-graded Courses listed: (400-, 500-level, but not 539, not 601, not 701:)______

13C: Credits earned from all regular graduate courses (=3 times 13B):______

13D: List credits for any PHYS 539 (Reading Course) that you have taken. Indicate year and semester taken, name of instructor, topical area, letter grade earned, and total credits earned for each 539 class:

________________________________________

13E: Letter-graded credits for all PHYS 539 courses earned so far:________

13F: Total letter-graded credits (=13C + 13E):__________

13G: Based on your answer to 13F above, have you completed the requirement for earning 24-credits (12-credits for students entering with a masters) of letter-graded coursework?: (circle one:) YES NO

13H: If your answer to 13G is “NO”, how many more credits of letter-graded coursework you still need to meet this requirement?: __________

14A: List Total Credits of PHYS 601 completed so far:__________

14B: Total credits of non-dissertation coursework (= 13F + 14A):__________

14C: Based on your answer to 14B above, have you completed the requirement for 36-credits (18-credits for students entering with a masters) of non-dissertation coursework?: (circle one:) YES NO

14D: If your answer to 14C is “NO” then indicate how many more credits of non-dissertation coursework you still need to meet this requirement?: __________

15A: List total Credits of PHYS 701 (dissertation research) completed:__________

15B: Based on your answer to 15A above, have you met the requirement for 18-credits of PHYS 701 dissertation coursework? (circle one:) YES NO
PROGRESS TOWARD PHYSICS DEPARTMENT COURSEWORK REQUIREMENTS:

16A: Have you completed PHYS 472 (Graduate Lab)? (circle one:) YES  NO

16B: If you answered “NO” to 16A above please check as applies:
   ___ Planning to take PHYS 472 in the future (indicated semester, year:)
   ___ Have already petitioned for waiver from PHYS 472 based on past research experience.
   ___ Do hereby petition for waiver from 472 based on past research experience. Attach.
   ___ Unsure.

17A: Progress toward requirement for two “A-list” (breadth) courses (check only two from this list):

   Completed: or Will Complete:
   ______  ________   PHYS 427 Quantum Electronics
   ______  ________   PHYS 431 Physics of Imaging
   ______  ________   PHYS 441 Physics of Condensed Matter I
   ______  ________   PHYS 451 Empirical Foundation of Standard Model I
   ______  ________   PHYS 428 or PHYS 436 or PHYS 465 (circle only one of three)

17B: Progress toward requirement for one “B-list” (depth) course (check only one from this list):

   Completed: or Will Complete:
   ______  ________   PHYS 442 Physics of Condensed Matter II
   ______  ________   PHYS 452 Standard Model II
   ______  ________   PHYS 460 Advanced Topics in NMR
   ______  ________   PHYS 581 Quantum Mechanics III
   ______  ________   PHYS 591 Gauge Field Theory I
   ______  ________   (PHYS 566 Advanced Cosmology)
   ______  ________   Another course substituted by petition:________
COURSE REGISTRATION PLANS FOR NEXT ACADEMIC YEAR:

18A: Have you ever registered for PHYS 701 (dissertation) at any time during any past semesters? (circle one): YES NO

18B: If “YES” to 18A, Indicate the year and semester when you first started PHYS 701: __________

18C: Will you register for PHYS 701 this upcoming semester (circle one) YES NO

   Only if you answered “YES” to 18C then answer these questions:
   18D: Number of PHYS 701 credits yet to be completed (out of 18) ______
   18E: Estimated number of regular semesters (Fall, Spring) remaining to complete PhD: ______
   18F: Average number of PHYS 701 credits needed per semester (18B/18C): ______

NOTE: YOU MUST TAKE AT LEAST ONE CREDIT OF 701 EVERY SEMESTER ONCE YOU HAVE STARTED TAKING 701.

19A: Courses planned for Fall Semester (fill in course number and name as apply):
   (1): _____________________________________ (regular graduate course = 3 credits)
   (2): _____________________________________ (regular graduate course = 3 credits)
   (3): _____________________________________ (regular graduate course = 3 credits)
   (4): PHYS 539: (reading course) Who:_________ Credits:_________
   (4): PHYS 601 (non-dissertation) Who:_________ Credits:_________
   (5): PHYS 701 (dissertation) Who:____________ Credits:_________
   (6): PHYS 666 (no credits)
   (7): Other not-for-credit__________________________________ (for example, UNIV 400 or UNIV 402)

19B: IMPORTANT: TOTAL NUMBER OF CREDITS FOR REGISTRATION FALL 2013 = ______

20A: Courses planned for Spring Semester (fill in course number and name as apply):
   (1): _____________________________________ (regular graduate course = 3 credits)
   (2): _____________________________________ (regular graduate course = 3 credits)
   (3): _____________________________________ (regular graduate course = 3 credits)
   (4): PHYS 539: (reading course) Who:_________ Credits:_________
   (4): PHYS 601 (non-dissertation) Who:_________ Credits:_________
   (5): PHYS 701 (dissertation) Who:____________ Credits:_________
   (6): PHYS 666 (no credits)
   (7): Other not-for-credit__________________________________ (for example, UNIV 400 or UNIV 402)

20B: IMPORTANT: TOTAL NUMBER OF CREDITS FOR REGISTRATION SPRING 2014 = ______

22: Approval of checklist, coursework plan and stipend plan by Research Advisor:
   Signature: ________________________ Date:_________
   If student support includes support from research grant indicate speedtype here:__________

23: Approval of checklist, coursework plan and stipend plan by Director of the Graduate Program:
   Signature: ________________________ Date:_________
GRADUATION PLANS:

25: When is your anticipated date (month/year) for completing your degree? _______________

26: Anticipated total time to complete your Ph.D. (start to finish, years): _______________

27: Is the above anticipated graduation date within the next 10 months? (circle one:) YES  NO

*If your answer to 27 is “NO” please STOP, and submit your form. Only continue if your answer is “YES” please complete the remainder of this checklist (parts 28A - 33)*

28A: Have you reviewed the School of Graduate Studies schedule of Important Dates and Deadlines? (circle one) YES  NO  Explain as needed: ____________________________________________

28B: Have you downloaded and reviewed all materials in the PhD Graduation Packet available online from the School of Graduate Studies: (circle one) YES  NO  Explain as needed: _____________________________

28C: Your anticipated deadline for submitting your Application for Graduation form: ____________

28D: Your deadline for completing Dissertation Defense Form (3 weeks before defense): _________


28F: Your deadline for all materials to be submitted to School of Graduate Studies: ____________

29: Will you complete all coursework requirements, including 18 credits of PHYS 701 by the semester of graduation? (circle one) YES  NO  Explain as needed: _____________________________

30A: Will you be enrolled for at least one credit of PHYS 701 during the semester that you will graduate (applies even this is is during Summer semester): YES  NO  Explain as needed: _____________

31: Is your Planned Program of Study completely up-to-date and approved by the School of Graduate Studies? (circle one) YES  NO  Explain as needed: _____________________________

32: Have you and your advisor selected a tentative PhD Dissertation Advisory Committee in accordance with the requirements as outlined in the Graduate Student Handbook? (circle one) YES  NO

   IF “YES” the list names here: (1) ____________________  (2) ____________________

   (3) ____________________  (4) Outside Department: ____________________________

SIGNATURE NEEDED ONLY IF YOU PLAN TO GRADUATE WITHIN 10 MONTHS:

33: Approval of above graduation plan by Research Advisor:

Signature: ________________________  Date: ________________