



Student Name	Year in Program
Program/Major	Faculty Advisor
Prelim exam: Passed <input type="checkbox"/> Not Passed <input type="checkbox"/> N/A <input type="checkbox"/> Qual Exam: Passed <input type="checkbox"/> Not Passed <input type="checkbox"/> N/A <input type="checkbox"/>	Meeting Date

Goals of E-IDP: The E-IDP is designed to foster communication in a variety of areas (if applicable) to ensure students receive comprehensive feedback about their progress to date and future expectations. Accomplishments, challenges, and goals are hopefully addressed as well as any performance/progress issues so that both the student and the advisor have a clear understanding of the student's progress toward the sought degree.

Steps to complete:

1. Self-assessment
2. Make an appointment with advisor
3. Discuss and complete relevant sections below - not all section need to be completed
4. Return the completed form to your department graduate coordinator.

Keys to a good mentoring relationship:

	Students	Mentors
Open Dialog	Come prepared with your questions and concerns. Ask for clarification on items you are unsure about.	Provide a comfortable environment for constructive communication.
Big Picture	Make sure every step you take gets you closer to your end goal.	Keep in mind the corresponding goals for each student and their standing.
Clear Means of Communication	Have regularly scheduled in person meetings or virtual communication. Be prepared with questions and updates on your progress.	Have regularly scheduled in person meetings or virtual communication. Set goals for each meeting and set future plans for follow ups.
Balance	Be clear about the progress you have and the steps that you can make until the next meeting.	Be reasonable about the expectations from the students while encouraging suitable progress throughout.



Self assessment - To be completed by Student

Do you feel you have enough time for research and/or professional development activities? If not, please feel free to share more information.

Do you feel you have enough time for personal activities? If not, please feel free to share more information.

Do you feel you have a healthy balance of academic and personal time? If not, please feel free to share more information.

Academic Course Planning				
Have you completed the course requirements for your...				
Master's	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
			N/A	<input type="checkbox"/>
PhD	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
			N/A	<input type="checkbox"/>
If answered no above, I plan to enroll in these remaining courses (If possible, specify the quarters)				
<hr style="border-top: 1px dashed black;"/> <p style="color: blue; margin-top: 0;">Faculty Advisor Recommendations:</p>				



To be completed by both Student and Faculty Advisor

Research Planning

I will make progress on my research agenda through the following (include collaborations, developed research theories, and involvement in studies/projects):

Current Project(s) Title(s):

Challenges:

Upcoming Project(s) Title(s) (if any):

Research Goals (quarterly, annual or long term):

Faculty Advisor Expectations:

Long-Term Research Plans:

Degree Completion Timeline

I am aware of and am following the Department degree progress expectations through the following milestones:

Milestone:	Preliminary Exam	Qualifying Exam	Dissertation Defense and Submission
Term/Year:			

Plans for committee membership:

Writing schedule:

Faculty Advisor Comments:

If graduating in the upcoming year, what are the requirements/expectations leading up to the defense:



Conference/Publications Planning

I plan to attend these conferences and to prepare manuscripts for these journals (include publications and submittal deadlines).

Potential Conferences for Submission and Tentative Title:

Potential Journals for Submission and Tentative Title:

Faculty Advisor Expectations (required deliverables, internal deadlines, submission guidelines, etc.):

Funding Planning

Fill in this section with the help of your mentor/advisor with plans for securing funding for the following year of your graduate program.

Funding Percentage:

	Internal Fellowship	External Fellowship	TA/Reader	GSR	Self Funded	Other
Past 12 months						
Next 12 months						

Upcoming Funding Applications:

Future Funding Plans (including funding for dissertations and research projects):

Faculty Advisor Comments:



Career Planning

I am interested in: Industry Post-Doc Academia

List your major accomplishments this year in career development
(e.g. workshops, presentations, certificates, publications, teaching, committees, etc.)

Annual Goals (Skills and competencies I expect to develop and workshops I plan to attend):

Long Term Plans:

Faculty Advisor Comments:

What steps can be taken to help your student to achieve these goals?

Leadership Development Planning

My professional leadership aspirations include the following activities (include positions held, activities and projects, civic engagement activities etc.):

Current involvement:

Plans for further involvement:

What skills can your advisor help you develop?

Faculty Advisor Recommendations:



Health and Wellness Planning

This section highlights the importance of maintaining work-life balance to increase wellness and decrease risk for work burnout. Examples of health and wellness activities include participating in moderate to vigorous exercise 3 times a week, meditation, time management, eating balanced meals, getting appropriate hours of sleep, and having supportive social relationships.

I am prioritizing my health and wellness by regularly engaging in the following activities:

Faculty Advisor Comments:

This has been reviewed and approved by:

Graduate Student Signature Date

Faculty Advisor Signature Date

Graduate Advisor Comments:

Graduate Advisor Signature Date