

*First Year (to be completed **before** the end of the first semester)*

**Student:**

**Advisor(s):**

**1. Career/goals**

- a. What are your long-term goals?
- b. What are your goals for this academic year?
- c. What courses do you plan to take this academic year?
- d. What are your professional development goals for this academic year?
- e. Will you participate in any service and outreach activities this year?

**2. Research**

- a. What are your research goals for the year?
- b. Is there any particular (laboratory, computational or theoretical) technique that you need to learn this year? How will it help your research?
- c. What are your plans to build concurrently literature background and technical skills within your field of research?

**3. Advising**

- a. Who would you like to serve on your advisory committee (AC)? How/why were these people selected?
- b. How often should you and your advisor(s) be meeting? How will you prepare for the meetings?
- c. If co-advised, will you meet regularly with both advisors or separately with each?
- d. What can your advisor do to best support your goals this academic year?
- e. Do you have any accommodations you have or need to seek out?

**4. Expectations**

- a. Have you completed lab safety training? Ethics training?
- b. What are the expectations for work hours, leaves of absence, and vacation time that you established with your advisor(s)?

## **5. Other**

- a. Are there any concerns or difficulties of which both advisor and advisee should be made aware?