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?