Ph.D. Advisory Committee Assessment & Monitoring Form  
Department of Italian Studies (updated February 2009)

Student _________________   Date of Meeting _________________

Thesis Topic: ______________________________

Advisory Committee:  Director _________________

2nd Reader ________________________________

3rd Reader ________________________________

OVERVIEW OF WORK SUBMITTED AND TO BE SUBMITTED

PLEASE COMPLETE THE FORM (follow the example in the footnote) ¹

<table>
<thead>
<tr>
<th>CHAPERS</th>
<th>% of chapter already written</th>
<th>(Expected) date of completion</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>0%</td>
<td>Oct. 2010</td>
<td>Will be done at the end</td>
</tr>
<tr>
<td>Chapter 1</td>
<td>0%</td>
<td>Dec. 2009</td>
<td>Research done; some parts in rough form</td>
</tr>
<tr>
<td>Chapter 2</td>
<td>100%</td>
<td>February 2009</td>
<td>Approved by committee</td>
</tr>
<tr>
<td>Chapter 3</td>
<td>50% (25/50 pages)</td>
<td>August 2009</td>
<td>Remaining pages in rough form</td>
</tr>
<tr>
<td>Chapter 4</td>
<td>0%</td>
<td>May 2010</td>
<td>Need to do more research</td>
</tr>
<tr>
<td>Chapter 5</td>
<td>0%</td>
<td>Sept. 2010</td>
<td>Research done</td>
</tr>
<tr>
<td>Appendices</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

¹
1. Review of the Departmental Policy on thesis supervision

2. Review recommendations of the previous Advisory Committee

3. Has the candidate demonstrated adequate progress in the research? (Yes/No)
   Explain _________________________________________________________________
   _______________________________________________________________________

4. Committee’s assessment of the work carried out by the candidate since the last committee meeting. This summary should be discussed with the student.

   | Knowledge of primary sources | Outstanding | Excellent | Good | Pass | Weak | N/A |
   | Knowledge of secondary sources | | | | | | |
   | Critical skills in analysing sources | | | | | | |
   | Methodology used in analysing sources | | | | | | |
   | Thesis - Structure | | | | | | |
   | Thesis - Originality | | | | | | |
   | Thesis - Prose style & writing skills | | | | | | |
   | Other considerations (specify) | | | | | | |

5. Suggestions for improvement of weak areas (add additional pages if necessary).
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________

6. Recommendation for personal and professional development.
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________

7. Committee’s Recommendation:
   ___ a) Candidate has demonstrated adequate progress and may proceed with program.
   ___ b) Candidate has not demonstrated adequate progress. Failure to demonstrate satisfactory progress by the next committee meeting may result in termination of registration.
   ___ c) Candidate has not demonstrated adequate progress. Registration in the program should be terminated.

   The committee will again in ___ 3 months ___ 6 months ___ 9 months ___ 1 year
   Tentative date of next meeting: week of ________________________________
8. Progress since last Progress Report Committee Meeting
Has students done all revisions suggested at the previous meeting? Could the chapter submitted at the last meeting be considered in its final form both in content, bibliography and form?

Has the student submitted a new chapter? Is the chapter in its final form?

9. Progress – progression towards final degree completion
Is the student on schedule to complete his/her thesis by the end of his/her 5th year of PhD?

If not, when do you think he/she will be able to complete and defend his/her thesis?

10. Signatures: Director _________________________ Date _______________
________________________  _________________________ Date _____________
2nd Reader  3rd Reader

11. For the student:
This document accurately reflects the discussion and recommendations at this meeting of my Advisory Committee.

Signature of the student: ___________________________________________
Date: ___________________________________________

Additional comments by the Advisory Committee / Student:
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________