**Initial Advisory Committee Meeting Report**

 All students in the MEES Program **must** meet with their Research Advisory committee prior to the completion of their 2nd semester of graduate study. Following this meeting, this form must be completed, signed by committee members, endorsed by the advisor, and sent to the MEES Director for approval and placement in the student's file.

Student's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Degree Sought:\_\_\_\_\_\_\_\_

Matriculation Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Foundation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Projected Date of Graduation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisory Committee Members Signature

Major Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(3 advisors for M.S.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(5 advisors for Ph.D.):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Outside dept/lab)

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 (Outside AOS)

Date of Meeting: \_\_\_\_\_\_\_\_\_\_\_

**A Summary of Research Advisory Committee Recommendation is required. Included in the WRITTEN summary should be:**

* Minutes of the meeting including committee’s recommendation for student’s coursework/tenure in program, research plans and objectives, and timeline for graduation.
* List of courses used to fulfill undergraduate background (prerequisites) requirements
* List of specific courses that student plans to use to fulfill each of the MEES core requirements (please see example/template below).
* Additional courses student will use to complete specialized graduate training

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Major Advisor