**ANNUAL REVIEW of MA Students in Communication**

*Instructions to the Student: Please fill out this form, save it, and then email it to your advisor along with a current CV.*

Name of Student:

Name of Advisor:

Date entered program:

Current GPA:

**Please list all courses\* you have completed or are currently taking since last year's annual review; include independent studies and/or thesis hours.**

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| **Course Rubric** | **Course Name** | **Instructor** | **Semester** | **Grade****Earned** |
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\*Note the following department and Graduate College requirements:

No more than 4 hours of the 32 required for the degree may be independent study courses;

No more than 8 hours of the 32 may be outside of the department;

At least 12 of the 32 hours must be in courses numbered 500 and above, and at least 8 of the 12 must be in your department.

**Please check (type X in the space) other required milestones you have completed (typically, in your second year)**

\_\_ Filed MA Student Course List with department (approved by advisor)

\_\_ Taken comprehensive exam (if yes, then check exam result: pass-fail)

\_\_ Pass

\_\_ Fail

\_\_ Result of exam reported to department by advisor

**If applicable, list any courses in which you currently hold a grade of NR, Incomplete, or F, and describe the arrangements you are making to address these:**

**List any TA/RA assignments held since last annual review**

**List any fellowships held since last annual review** (e.g., Grad College fellowship, Elizabeth Young Winter fellowship, summer fellowship)

**List any internships held since last annual review**

**Professional Activity** (list any papers presented at conferences, research activity outside of coursework, publications)

**Honors/Awards** (list any honors or awards received since the last annual review-e.g., list of excellent teachers, department awards, teaching awards, top paper awards, etc.)

**Service** (list any department or professional service in which you have engaged- e.g., GSA, service to

NCA, etc.)

***Instructions to the Advisor: Please review the student's information above, along with the CV, in preparation for the annual review meeting. After the annual review meeting, provide your evaluation in the space provided below. Then send an electronic copy of this file to the student and to Michelle Malloch in the graduate program office*** ***(malloch@illinois.edu*** ***), no later than July 1.***

**Overall Evaluation (to be filled out by advisor)**

\_\_ The student IS making good progress toward the degree. Keep up the good work! During the next academic year, the remaining course work and milestones need to be completed:

\_\_ The student IS NOT making good progress toward the degree. Explanation/implications and plans for the next academic year:

\_\_ I invite the student to make an appointment with me to discuss this review in person.

Advisor's Signature (may be electronic)

Signature: