

BZH Graduate Students' Program

Student's name:

Primary supervisor (Chair of TAC):

Second TAC member:

Third TAC member:

Additional Members (if applicable):

Date of meeting:

The annual TAC meeting:

The TAC meets with the student on a yearly basis, to monitor the student's progress and to discuss any problems related to the thesis.

The TAC members are asked to evaluate the quality of the written summary, the oral presentation and the discussion. Critiques should be provided and suggestions for improvements specified. There should be a specific recommendation regarding the suitability of the proposed project as a "PhD thesis project". Comments on the development of the student's abilities are appropriate. The proposed future plans should be evaluated and recommendations concerning priorities should be made. There should be a specific statement as to whether or not

**Comments and recommendations of the Thesis Advisory Committee:
(To be completed by the primary supervisor, signed by all TAC members and the student,
and submitted by the student to the BZH study office)**

- Quality of the oral and written presentation:

- Future plans – evaluation and recommendations:

- Is the student’s progress adequate?*

*If not, please make a plan to reconvene the TAC within the next few months, to further assess the situation. Please indicate the projected date of this TAC meeting:

- Possible concerns:

Signatures:

Primary supervisor: _____

Second TAC member: _____

Third TAC member: _____

Student: _____

Additional members (if applicable): _____

The student must submit this form and the written project proposal to the study office immediately (within 5 business days) following the TAC meeting.

Note: If one of the TAC members was not present at the meeting, the secretary of the study office will send copies of the TAC report and the minute to him/her and will invite his/her comments.