

## EVALUATION OF GRADUATE STUDENT ACADEMIC PROGRESS

*Note: As of Fall 2012, performance as a TA will be evaluated separately from academic progress. This is in accordance with new Graduate School policy.*

The purpose of our annual review is to ensure that students are making timely and academically satisfactory progress through our graduate programs. Strengths and weaknesses are assessed constructively and students should receive honest and specific feedback about what they are doing well and how they might improve.

The withdrawal of financial support or termination from the program is possible if the faculty agrees that a student's academic performance is inadequate. For example, the University of Illinois and the Department consider 2 grades of C to fall below acceptable performance at the graduate level. Such a performance is grounds for termination from the HDFFS program. Other examples include failure to make timely progress, unethical behavior, and producing work that is below the standards for graduate education.

Sometimes a student is placed on "limited status". In these cases, no further registration will be permitted unless the GPA has been raised to the Department minimum of 3.0 after 1 term. If requirements are met, the Department makes a request to the Graduate College for reinstatement of the student to full status.

### **The Review Process**

All HDFFS students should provide their advisers with a current CV by December 31st of each year. Students should use the CV template provided by the Director of Graduate Programs.

Advisers will review this document prior to our annual mid-January review of graduate students, and then present their student to the faculty for review. After this all faculty review, advisers will fill out the annual review form for their student.

Students will schedule a meeting with their adviser. The purpose of this meeting is to discuss and sign the annual review form.

Advisers will then send the signed annual review form to the Director of Graduate Programs, who will review the form. **This form is due February 15th.**

The Graduate Secretary will send a copy to the student, and place the original in the student's department file.