

**SELF-ASSESSMENT FOR PhD  
STUDENTS  
IN THE COLLEGE OF NURSING**

**Progress for the year running May 1, \_\_\_\_\_ to April 30, \_\_\_\_\_**  
(year) (year)

Student name: \_\_\_\_\_

Student number: \_\_\_\_\_

Current program and year: \_\_\_\_\_

Status:         Full-time      Part-time

Academic advisor(s):

**INSTRUCTIONS:** This self-evaluation is intended to **complement the Annual Progress Report** for the Faculty of Graduate Studies (FGS). Please provide your advisor(s) and/or advisory committee with a completed copy of the current form, along with an updated Curriculum Vitae, in time for it to be reviewed at your annual progress meeting. Once you and your advisor(s) review this form and complete the FGS annual progress report, you should submit them both to the Nursing Graduate Office. The deadline for receipt of both of these documents is **May 29<sup>th</sup>**. Note that copies of both forms will be retained in our records; we recommend that you also keep copies.

**PREAMBLE:** The College of Nursing Graduate Program has identified six different domains that encompass graduate education: **A) Milestone Attainment; B) Coursework; C) Research/Scholarship; D) Honors and Awards; and E) Professional Development/Continuing Education/Service**. We ask that for each section, you reflect on your current level of activity and identify areas where you are meeting the criteria and areas that may require further development. This will assist you and your advisor(s) in assigning your ratings on the FGS annual progress report.

Data from this report will be used to provide students with annual feedback and for program accreditation purposes.

**DOMAIN A: MILESTONE ATTAINMENT**

1. Please complete the table below:

Milestone	Complete/In Progress/ Not Complete	Date Completed
Appointment of Advisor(s)		
Coursework		
Appointment of Advisory Committee		
Topic Selection & Justification		
Written Candidacy Exam		
Oral Candidacy Exam		
<b>Research Milestones:</b>		
Thesis Oral Proposal Defense		
Ethics/access approval for thesis research		
Conduct research		
Complete written draft of thesis		
Thesis reviewed by advisor(s) /advisory committee		
Formation of examining committee including external examiner		
Submission of thesis to FGS		
Oral Examination scheduled		
Oral Examination and public defense of thesis		
Complete revisions		
Submit thesis to Mspace		

2. If applicable, please describe any mitigating circumstances (e.g., unanticipated problems with data collection; illness; lack of financial support; external employment) that have affected your progress through the program over the past year, and how you plan to manage or mitigate these circumstances in the future. *Note that your advisor(s) committee will take these factors into consideration when arriving at your overall rating on your FGS Annual Progress Report.*

**DOMAIN B: COURSEWORK**

1. Current program GPA: \_\_\_\_\_

2. Doctoral courses completed: \_\_\_\_\_

Course Number	Course Name	Date Completed	Grade Achieved
NURS 8000	Philosophy of Nursing		
NURS 8010	Advanced Qualitative Research for Nursing		
NURS 8020	Advanced Knowledge Translation & Health Care		
NURS 8220	Advanced Quantitative Research Methods		
NURS 8030	Doctoral Student Seminars		
NURS 8030	Doctoral Student Seminars		
NURS 8030	Doctoral Student Seminars		
NURS 8030	Doctoral Student Seminars		
	Elective		
	Elective		
GRAD 8010	Doctoral Candidacy		
GRAD 8000	Doctoral Thesis		

**DOMAIN C: RESEARCH/SCHOLARSHIP**

1. It is expected that all students will have regular meetings with their research advisor(s) / committee members throughout their graduate program. How frequently have you met with your advisor(s) this year?

- # of meetings with advisor(s)\_\_\_\_\_
- # of Committee meetings, if applicable\_\_\_\_\_

2. Please provide a brief self-assessment of progress made on your thesis and in the development of research/scholarship competencies over the past year.

3. In the table below, indicate which, if any, of the following research/scholarship related **activities** you completed in the past year.

<b>Research/Scholarship activities <sup>a</sup></b>	<b># in the year covered in this report</b>
Peer-reviewed publications in press or published	
Peer-reviewed publications submitted or under-review	
Conference presentations (poster or talk)	
Books or book chapters	
Other publications	
Internal U of M fellowships [indicate number applied for (A) and/or held (H)]	
External fellowships applied for [indicate number applied for (A) and/or held (H)]	
Research Assistantships*	
Grants submitted/received	
Participation in non-thesis-related research projects such as systematic reviews	

<sup>a</sup>This information is collected for program review purposes and will not be used for your annual evaluation

\*If you were engaged in an RA position this past year, briefly describe/reflect on what you learned during this experience:

**DOMAIN D. HONOURS AND AWARDS**

1. List any fellowships/studentships/awards/grants including travel awards, teaching awards, and non-monetary awards or other forms of recognition, awarded to you, or held, in the current year (including those you may have declined or applied for but did not receive).

- # received
- # submitted/declined

2. List any awards you applied for or were nominated for, but did not receive, in the current year.

**DOMAIN E: PROFESSIONAL DEVELOPMENT/CONTINUING EDUCATION/SERVICE**

1. In the table below, indicate the number and type of scholarly training or professional development activities undertaken this year both inside and outside of the academic setting.

Activity	Number in Past Year
Attendance at colloquia or job talks	
Attendance at clinical in-services? Delete/relevant?	
Participation in clinical workshops	
Participation in teaching workshops	
Participation in research seminars/workshops	
Attendance at academic conferences	
Attendance at professional conferences	
Participation in GNSA	
Participation in university committees at the College, Faculty, or University level	
Administrative roles in academic or professional societies	
Other (specify):	

2. Have you completed the Certification in Higher Education Teaching (CHET) Program?  
 Yes \_\_\_\_\_ (indicate year)       No

3. List memberships in professional/scientific societies:

**DOMAIN F. TEACHING AND OTHER WORK EXPERIENCE**

1. List teaching (Academic or Clinical) and/or grader/marker/TA activities in space below. Briefly describe/reflect on what you learned from the experience(s).

2. Did you have paid employment outside the university in the past year?  Yes  No  
 If yes, please list details for each paid position worked in the past year:

Employer: Duties:  
 Period of Employment (from X to X): Average hrs/week:

Employer: Duties:  
 Period of Employment (from X to X): Average hrs/week

Use this space, to provide additional information on progress, accomplishments or mitigating circumstances.

Please list/describe your goals for the coming academic year:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**\*\*REMINDER:** Please append updated CV when submitting this self-assessment to your advisor/committee members

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Advisor(s)

\_\_\_\_\_  
Date (mm/dd/yyyy)

\_\_\_\_\_  
Date (mm/dd/yyyy)

\_\_\_\_\_  
Signature of Advisor(s)

\_\_\_\_\_  
Date (mm/dd/yyyy)