

## **Security Studies Annual Review of Student Progress**

At the beginning of each fall semester of the academic year, the Director of the Security Studies Program will coordinate the completion of an annual review of progress for every non-graduating Master of Arts and Doctoral student in the Security Studies program. To meet the Annual Progress Review requirement of the Graduate Handbook (Chapter 1, Section E), the review procedures will include a self-assessment by the student, input from the student's academic adviser, and an opportunity to discuss progress toward degree completion with the student's academic adviser. Student self-assessment and adviser input will be collected on the Annual Review of Graduate Student Progress form (see Appendix I) and included in the student's academic file.

### **Student Self-Assessment of Degree Progress**

The Director of Security Studies will contact students in the Security Studies program at the start of every fall semester with instructions to complete the student self-assessment portion (Section A) of the Annual Review of Graduate Student Progress form.

### **Adviser Assessment of Student Degree Progress**

Upon receipt of the student self-assessment, the Director will contact the student's academic adviser for comments on the student's degree progress (Section B).

### **Student Degree Progress Meeting**

Upon completion of the Review of Student Progress form, the Director of Security Studies will inform each student that their assessment form is complete, provide a copy to the student and inform the student of the opportunity to discuss their degree progress with their adviser or the Director of the Security Studies Program.

## **Appendix I**

### **Security Studies Program Kansas State University**

#### **Annual Review of Graduate Student Progress**

**Name:**

**Academic Adviser:**

**Academic Year:**

**Degree Program:**

**Expected Graduation Date:**

#### **A. Student Self-Assessment**

##### **1. Degree Progress**

**a. Program of Study Submitted (Y/N):**

**b. For PhD Students:**

**Directed Readings course (HIST or POLSC 985) complete (Y/N):**

**PhD Exams complete (Y/N):**

##### **2. Goals for the past year:**

##### **3. Results:**

**4. Coursework completed during the review period. List all courses and credit hours (e.g., 'POLSC 812 (3)'):**

**5. Other scholarly activities and accomplishments during the review period (presentations, publications, awards, etc.):**

**6. Statement of goals for the next year:**

**B. Academic Adviser comments on Student Progress:**