

**Horticulture & Agronomy Graduate Group
PhD Guidance Committee Report**

Student Name: _____ Area of Emphasis: _____

Guidance Committee Meetings:

	Graduate Adviser	Major Professor	3 rd Committee Member	Student
Name: (please print)				
First Quarter Meeting – Date: _____				
Signatures:				
Third Quarter Meeting – Date: _____				
Signatures:				
Fifth Quarter Meeting – Date: _____ By signing here, you agree that: 1) the student will have completed his/her required coursework once all of the courses listed on page 2 have been completed with satisfactory grades, and 2) you approve the QE committee recommendations shown on page 5.				
Signatures				

First Quarter Meeting:

- Status of prerequisites
- Identify cropping system, three other areas for Qualifying Exam
- Identify courses, alternative courses for each area
- Discuss QE process
- Study plan
- Comments?

Third Quarter Meeting:

- Discussion of third quarter topics (see list)
- Review/revise study plan
- Status of required courses
- Comments?

Fifth Quarter Meeting:

- Review/revise study plan
- Status of required courses
- Qualifying Exam
 - Identify committee members, alternates
 - Determine quarter to be taken
- Research
 - Proposed topic for Research Proposal
 - Identify dissertation committee members, alternates
- Comments?

After each meeting, send signed report form to Grad Group Coordinator (Lisa Brown, Plant Sciences)

Status of Required Courses

Area of emphasis courses: minimum of three courses (totaling at least 9 units), of which at least two (6 units minimum) must be graduate level. Once the QE topic areas and the classes the student must complete before taking the QE are determined, they should be listed on this page.

Required Courses	Qtr of Expected Completion	Qtr Completed	Units	Grade
HRT 200A/298 (Fall)				
HRT 203 (Winter)				
HRT 200B/298 (Spring)				
HRT 290 (Spring)				
PLS 205 (Winter) or PLS 206 (Fall)				
Required Seminar				
Exit Seminar				
Cropping system:				
Topic Area 2:				
Topic Area 3:				
Topic Area 4:				

First Quarter Meeting:

Prerequisites and other preparatory coursework

Prerequisites		
_____ General Chemistry	_____ Statistics	_____ Plant Physiology
_____ Organic Chemistry	_____ Biology	_____ Soils
_____ Physics	_____ Genetics	

Advice on prerequisites needed before taking the required courses, and any additional coursework suggestions for preparation in horticultural and agronomic cropping systems:

Identify cropping system: _____

Identify four areas for Qualifying Exam, including the cropping system. List potential courses for each area; mark strongly recommended courses with *, but include alternatives in case

1. _____ (cropping system)	2. _____	3. _____	4. _____
Alternative courses for each area (in case of schedule conflicts, cancelled courses, etc.):			

Recommended Study Plan

Include required core courses, area of emphasis courses, seminars

Area of emphasis courses: minimum of three courses (totaling at least 9 units), of which at least two (6 units minimum) must be graduate level.

Fall _____ 	Winter _____ 	Spring _____
Fall _____ 	Winter _____ 	Spring _____

Third Quarter Meeting:

I. Discuss the following topics; indicate with a check mark that the topics were discussed.

_____ Performance in first year coursework

_____ Status of prerequisites

_____ Planned coursework for second year

_____ Plans for research project

_____ Preparation for qualifying examination

_____ Qualifying Exam Committee membership (preliminary)

_____ Potential Dissertation Committee membership

Fifth Quarter Meeting:

Qualifying Exam

All required courses must be completed before taking the Qualifying Exam.

- a. Suggested month & year for examination (must be taken by Spring of third year): _____
- b. Proposed members of the Qualifying Exam Committee. At least one member, but no more than two members, must be from outside the Horticulture & Agronomy Graduate Group. The Chair must be a member of the Horticulture & Agronomy Graduate Group.

<i>Examination Topic</i>	<i>Committee Member, First Choice</i>	<i>Second Choice</i>
<u>General Horticulture/Agronomy (Chair)</u>	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Research

- a. Proposed topic for Research Proposal
(Student should submit a one page abstract of his/her thesis research to the Guidance Committee prior to the fifth quarter meeting)
- b. Recommendations for Dissertation Committee:

Alternatives:

Comments

Any other comments/concerns discussed with student: