Doctoral Projects Timeline

Doctoral Handbooks – Due late August

- Email reminder with an official deadline will be sent out in early July.
- **Please note:** Milestones Agreement Form (MAF) must be included in the doctoral handbook.

Doctoral Progress Reports – Due late September

- Email with instructions and Doctoral Progress Reports spreadsheet will be sent out in early July.
- **Written annual feedback:** In conjunction with the doctoral progress reports, all programs must provide written annual feedback to each student about his/her progress. Evaluations should include information about whether each student who received a Milestones Agreement Form is reaching the milestones according to the timeline indicated on the form. Each written evaluation must include the student’s written acknowledgement that feedback has been received.
  - An action plan must be submitted for each student whose evaluation indicates that he/she is not making good progress.

18 Characteristics of Texas Doctoral Programs

- **Core Faculty Lists – Due early August.** Last year’s Core Faculty lists will be sent out in early July for updates.
- **Departmental Data – Due November 1.** This includes the Graduate Employment Profile, Student Publications & Presentations, and Faculty Publications & Presentations. Email with instructions and spreadsheet templates will be sent out in early July.
- **Final Review of OIR Compiled Data – Complete by December 13.** Instructions will be sent out late November or early December once the Office of Institutional Research has prepared data for review.