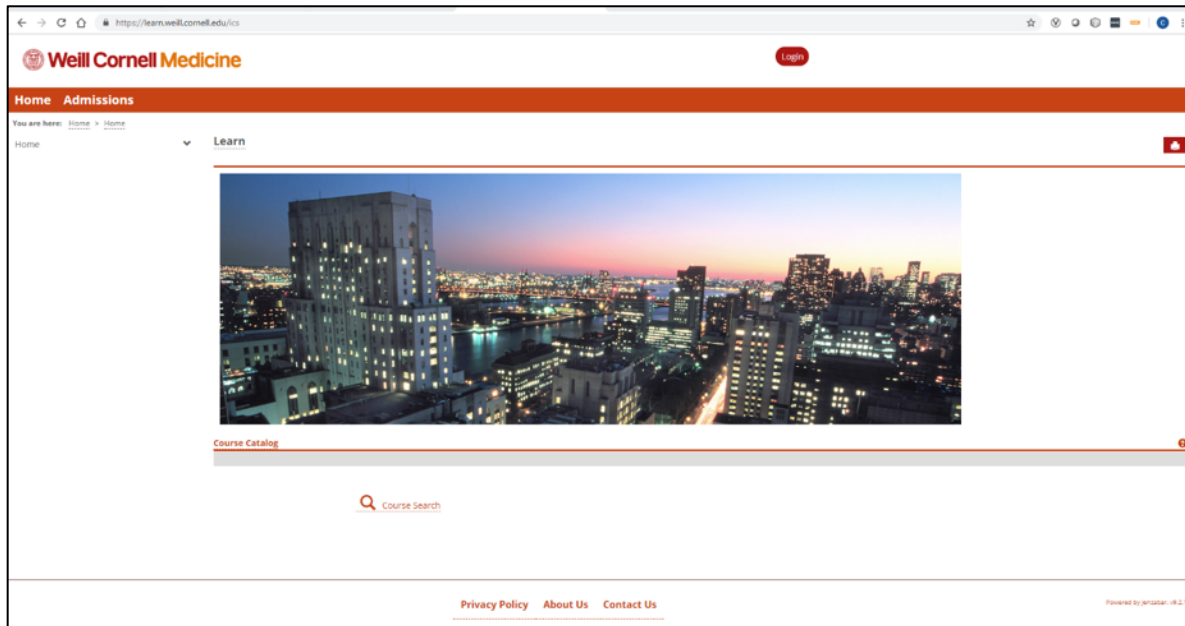
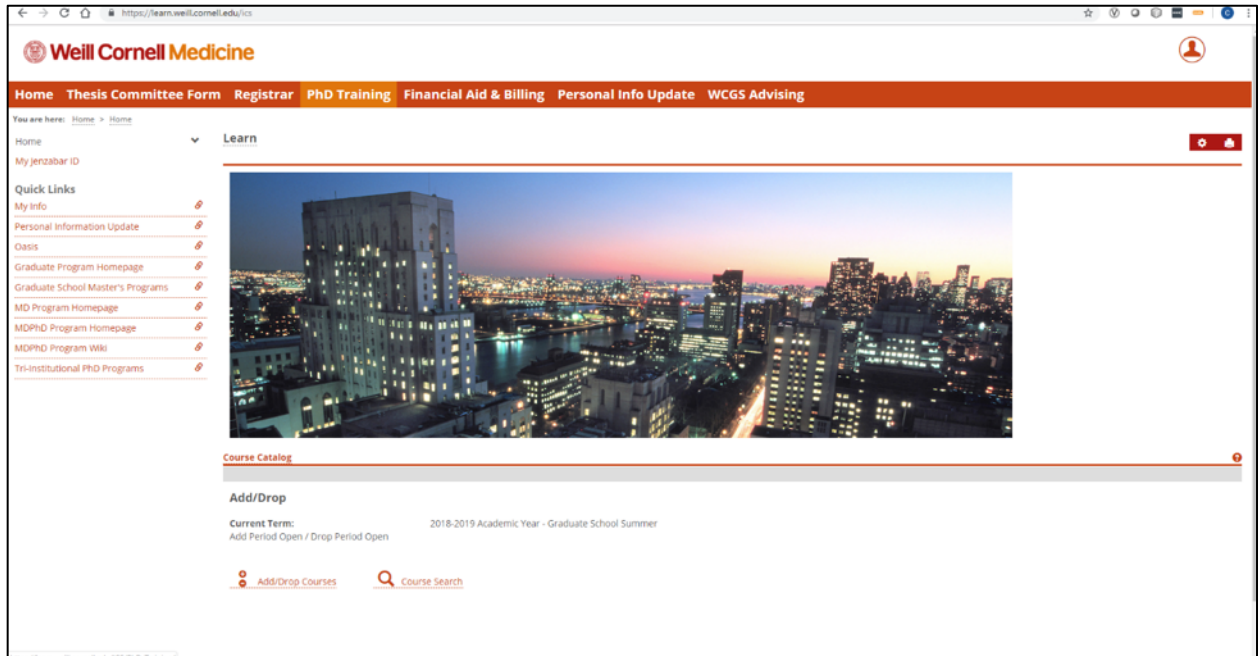


1. Student should log into learn.weill.cornell.edu.



2. Click the **PhD Training** tab



3. Click the **Thesis Committee Form** link on the left.

The screenshot shows the Weill Cornell Medicine website. The top navigation bar includes links for Home, Thesis Committee Form, Registrar, PhD Training, Financial Aid & Billing, Personal Info Update, and WCGS Advising. The main content area is titled "PhD Training" and contains several sections: "Forms and Evaluations" with a "View Reports" button; "Document Review and Approval" with a message "You have 0 Documents to review."; "Course Evaluation Results" with a "Download" button for "Spring 2017" and "Fall 2016" evaluations; and "Helpful Links" with a message "There are no Bookmarks for this set." The "Thesis Committee Form" link in the left sidebar is highlighted with a red box.

4. Click **New Form**.

The screenshot shows the Weill Cornell Medicine website, specifically the "Thesis Committee Form" page. The top navigation bar includes links for Home, Thesis Committee Form, Registrar, PhD Training, Financial Aid & Billing, Personal Info Update, and WCGS Advising. The main content area is titled "Thesis Committee Form" and contains two sections: "Current Thesis Committee Form" with a table with columns "Action", "Status", and "Date", and "Previously Completed Forms" with a "Show 100 entries" dropdown and a search box. The "New Form" link in the "Current Thesis Committee Form" section is highlighted with a red box.

5. Enter the date of the committee meeting.

The screenshot shows a web form for a thesis committee. At the top, there are input fields for 'First Name' (Rogèla2), 'Middle Name' (Sonera), and 'Last Name' (Test_Tester). Below these are fields for 'Program' (Physiology, Biophysics and Systems Biology), 'Year in Program' (Ph.D. 3rd Years), 'Date of Committee Meeting' (with a calendar pop-up), and 'Date of Last Committee Meeting' (6/21/2019). The calendar pop-up is for June 2019, showing days from 1 to 30. Below the calendar are sections for 'Committee Members Present', 'Major Sponsor' (Test_Tester, Simeon1), 'Minor Sponsor', and 'Course Work'. The 'Course Work' section contains a table with columns for Course Title, Year, Grade, and Term.

Course Title	Year	Grade	Term
Clinical and Research Genomics	2017-2018 Academic Year		Spring
CPBSB4: Action & Mechanical Work	2017-2018 Academic Year		Spring
Contemporary PBSB 4-6	2017-2018 Academic Year		Spring
Quantitative Understanding in BioII	2017-2018 Academic Year		Spring

6. Provide responses for questions one through five.

The screenshot shows the 'Student Section' of the form, which contains five numbered questions, each with a text input field:

1. Publications (Maximum Characters 4000):*
2. Presentations (Maximum Characters 2500):*
3. Fellowships Applied For (Maximum Characters 1000):*
4. Teaching Activities (Maximum Characters 1000):*
5. Title of Research Project (Maximum Characters 500):*

7. Review your responses. Once complete scroll to the bottom of the page and click submit.

11. Did the Committee have a conversation with the student about his/her long-term career plans? :*

Yes No

12. The award of full residence credit (See Article X.A. of the Code of Legislation) for the period covered by this evaluation:*

Is recommended Is Not recommended

13. The next committee meeting is to be scheduled before
 (no more than 12 months; sooner is recommended).*

14. Student Comments (Maximum Characters 1000) **To Be Completed After Chair Review***

15. This document was discussed directly with student by the Committee Meeting Chair:*

Yes No

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