**Individual Development Plan Template**

The G-RISE@NMSU expectation is that this document be completed during a three-way meeting among the prospective student, mentor, and co-mentor. Ideally, this meeting would happen in person but it can be conducted electronically if necessary. Feel free to expand the space taken by individual sections of this document as necessary to provide the desired level of detail.

|  |  |  |
| --- | --- | --- |
| **Student Name, Department, year in Ph.D. program** | **Primary Mentor Name, Title, Department, Email** | **Secondary Mentor Name, Title, Department, Email** |
| Student’s Professional Goal: | | |
| Student’s Post-Ph.D. Goal: | | |
| Dissertation project working title: | | |
| Description of how Student, Mentor and Co-Mentor plan to communicate.  (i.e. what is the frequency, through lab meetings, individual meetings, required, etc.?) | | |
| Characterization of student’s major strengths with respect to professional goals.  (i.e. how will these be honed, supported, etc. ?) | | |
| Characterization of student’s weaknesses with respect to professional goals.  (i.e. how will training gaps be addressed, what type of support is available, etc.?) | | |

**3-year Training Plan**

Fill out the following table. If needed you may attach further documentation.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Semester** | **Courses** | **Graduate Exams** | **Research Goals** | **Publication/**  **Presentations** | **Other Professional Development Activities** |
| **Fall 1** |  |  |  |  |  |
| **Spring 1** |  |  |  |  |  |
| **Summer 1** |  |  |  |  |  |
| **Fall 2** |  |  |  |  |  |
| **Spring 2** |  |  |  |  |  |
| **Summer 2** |  |  |  |  |  |
| **Fall 3** |  |  |  |  |  |
| **Spring 3** |  |  |  |  |  |
| **Summer 3** |  |  |  |  |  |

I acknowledge that the three co-signers have met, either in person or electronically, on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date here) to discuss and complete this individual development plan, and I agree that this represents a reasonable and fruitful path to degree completion and advancement to professional goal.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Mentor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-Mentor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**G-RISE@ NMSU Applications will be evaluated based on the following Rubric:**

Is the student eligible for G-RISE@NMSU?

Does the application: have two mentors??

Do the Mentor and/or Co-Mentor have a track record of interdisciplinary collaboration?

Do the Mentor and/or Co-Mentor have a track record of mentoring URM students?

Do the Mentor and/or Co-Mentor have resources to support the student?

Is there evidence of a Ph.D. Grad school acceptance OR current transcript provided?

Have the mentors provided current and pending support documentation?

**The following is ranked from 5 (highest) to 1 (lowest)**

Mentor letter of support: meets guidelines, detailed, thoughtful?

Co-mentor letter of commitment: meets guidelines, detailed, thoughtful?

Individual Development Plan: thoughtful, appropriate, detailed?

Mentor Biosketch: Mentor has appropriate background, productivity, and training experience commensurate with rank?

Co-mentor Biosketch: Co-mentor has appropriate background, productivity, and training experience commensurate with rank?

Funding statement: detailed, thoughtful? shows the commitment of support?

Cover letter: Clear, thoughtful?

Student Transcript (5=4.0, 4=3.5, 3=3.0, 2=2.0, 1 = < 2.0); can decide to give different weight to general and science GFA in this ranking

Student Resume/CV: well-formatted, level of accomplishments, balance of accomplishments?, has the student provided publications?

Letters of Recommendation: Personal, Detailed, Enthusiastic?

Student Goals/Participation Statement: Responsive to guidelines, well-written, detailed, appropriate?

Student Research Statement: interest area within biomedical research/bioengineering and human health well developed? Previous experience well described?

Student Research Statement: Clear articulation of how participation in G-RISE will help them reach their goals?

**Other comments asked of the reviewer:**

Are there other achievements (publications, service, etc.) of which G-RISE should take note?

Are there other holistic aspects of the student that should be discussed (e.g. underrepresentation)?