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## Form Instructions-Scholar

1. List your name, academic year, and semester at the top of the form.
  2. Indicate today's date on the first empty assessment line.
  3. Think about your progress and accomplishments over the past month. Use your monthly report as a guide when considering your progress.
  4. Check the appropriate box for each task in the "Assessment" column.
  5. Provide an assessment of your effort in the "Assessment of Scholar Effort" column using the 5-point scale at the top of the form.
  6. Using the appropriate comment box justify the score you have given yourself. Additionally, indicate any comments you have or would like considered by the MARC Program staff in the appropriate comment box.
  7. Once complete, submit the form to the MARC Program Office.
- Note: Form should be hand written. Do not attempt to fill out an electronic copy of the form.

## Form Instructions-Staff

Following receipt of your monthly report, based on your progress the following form will be completed.

1. List scholar's name, academic year, and semester at the top of the form.
2. Indicate the date on the first empty assessment line.
3. Review meeting notes from the past months meetings and the scholar's most recent monthly report.
4. Check the appropriate box next to each requirement and provide an assessment (scale of 1 to 5) of the students' progress for each requirement.
5. Provide completed assessments to Dr. Jain for review and comment.
6. Provide a copy of the assessment to the students and retain original for record.
7. Review assessment with the student and discuss where the student can improve.

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## Important Information

Timely assessments are contingent upon timely receipt of your monthly report. Monthly reports are due on the 20<sup>th</sup> of the month. Assessments will be completed within **1 weeks' time**. If monthly report is not submitted within one week scholars will be assessed without regard to their monthly report. When making decisions regarding scholar progress and continued participation in the program, all information will be considered including monthly scholar assessments.

The MARC Program is funded by a grant from the National Institute of General Medical Sciences.

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**Title:** MARC Scholar Monthly Assessment

**Purpose:** Monthly assessments provide a clear view of the expectations of the MARC Program Director. In addition, monthly assessments aid the scholar in assessing his or her personal progress in meeting the requirements of the MARC Program.

**Objective:** Every month each scholar will be asked to complete an assessment or shown an assessment of their performance and commitment. Scholars will be encouraged every month to maintain his or her current positive actions and to challenge themselves to improve in all aspects of research and critical thinking.

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# Albany State University MARC to BRIDGE Program

## MARC Scholar Monthly Assessment

### Scholar Information

Scholar

Academic Year

Semester

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Assessment 1

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Assessment 2

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Assessment 3

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Assessment 4

Assess scholar's performance using the following 5-point scale: 1 = Poor      2 = Fair      3 = Good      4 = very Good      5 = Excellent

### Academic & Career Requirements

Task	Assessment				Assessment of Scholar Effort			
	1	2	3	4	1	2	3	4
Maintain a cumulative GPA of 3.0 or higher.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Maintain a semester GPA of 3.0 or higher.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Graduate within 24 months of receipt of offer.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Maintain a CV and IDP.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				

Comments

1

2

3

4

Scholar: \_\_\_\_\_

## Academic & Career Requirements – page 2

Task	Assessment				Assessment of Scholar Effort			
	1	2	3	4	1	2	3	4
Complete MARC courses with a grade of "B" or higher.								
Laboratory Research Techniques (BIOL2320K)	<input type="checkbox"/> Completed <input type="checkbox"/> Not Enrolled <input type="checkbox"/> N/A							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Responsible Conduct of Research (BIOL2250)	<input type="checkbox"/> Completed <input type="checkbox"/> Not Enrolled							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Bioinformatics (BIOL3506)	<input type="checkbox"/> Completed <input type="checkbox"/> Not Enrolled							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Senior Research (BIOL4222, CHEM4130K, CSCI4922, MATH4922)	<input type="checkbox"/> Completed <input type="checkbox"/> Not Enrolled							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Scientific Communication	<input type="checkbox"/> Completed <input type="checkbox"/> Not Enrolled							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Comments								
1				2				
3				4				

Scholar: \_\_\_\_\_

## Research Requirements

Task	Assessment				Assessment of Scholar Effort			
	1	2	3	4	1	2	3	4
Attend departmental Research Technique Skills workshops, (in place of Laboratory Research Techniques BIOL2320K).	<input type="checkbox"/> Completed On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> N/A On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Attend MARC Research Technique Workshops.	<input type="checkbox"/> N/A On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Write a research proposal.	<input type="checkbox"/> Completed On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> N/A On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Complete ____ hours of research/week.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Comments								
1					2			
3					4			

Scholar: \_\_\_\_\_

## Summer Internship Requirements

Task	Assessment				Assessment of Scholar Effort			
	1	2	3	4	1	2	3	4
Apply to 8-10 Internship Programs.	<input type="checkbox"/> N/A							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Complete a Summer Research Experience.	<input type="checkbox"/> N/A							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				

## Post-Baccalaureate Requirements

Task	Assessment				Assessment of Scholar Effort			
	1	2	3	4	1	2	3	4
Apply to 8-10 graduate programs.	<input type="checkbox"/> N/A							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Apply to 8-10 alternative programs (i.e. PREP, MS, or Post-Bacc).	<input type="checkbox"/> N/A							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				

Comments	
1	2
3	4

Scholar: \_\_\_\_\_

## Scientific Meeting & Seminar Requirements

Task	Assessment				Assessment of Scholar Effort			
	1	2	3	4	1	2	3	4
Present at ASU Center for Undergraduate Research Symposium.	<input type="checkbox"/> N/A							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Present at ABRCMS.	<input type="checkbox"/> N/A							
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Attend weekly departmental seminars.	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Comments								
1				2				
3				4				

Scholar: \_\_\_\_\_

## Other Requirements

Task	Assessment				Assessment of Scholar Effort			
	1	2	3	4	1	2	3	4
Attend weekly MARC meetings.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Attend MARC sponsored workshops/events.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Submit monthly report on time.	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Track <input type="checkbox"/> Yes <input type="checkbox"/> No				
Prepare for, register for, and take the GRE/MCAT.	<input type="checkbox"/> Completed	<input type="checkbox"/> N/A						
	On-Track	On-Track	On-Track	On-Track				
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Comments								
1				2				
3				4				