The Advisory Committee (student’s faculty mentor plus two other faculty, at least one from IB) needs to meet with incoming students early, ideally before classes start. **The goal is to decide on classwork and other preparation for your first year.** Virtual/remote meetings and digital signatures are accepted. Final Deadline: Tuesday, September 1st by 12pm.

### STUDENT: ASSEMBLE PRIOR TO MEETING

1. Your CV.
2. List of relevant courses you have taken before coming to Berkeley.
3. What classes are you thinking about taking during the Fall 2020 and Spring 2021 semesters?
4. What are the rough topics you hope to pursue in your dissertation research, and what tools do you think you will use?

Be sure to provide all members of your committee copies of the listed items before you meet with them (it’s best to provide a live Google doc so that you can link to it in the chat of your Zoom meeting in case they need to review and comment while you meet).

### COMMITTEE MEMBERS PROVIDE INPUT AT MEETING:

Meet with your three faculty members individually or as a group. **In a shared google doc, have the faculty provide input on:**

- Recommend classes
- Other preparation to prepare the student for the qualifying exam next year
- Recommendations for the student as they are beginning their dissertation research?
- Any recommendations for grants/fellowships the student should pursue this next year?
- Any recommendations for conferences the student could attend/present at?
- Get the faculty members signatures on this cover sheet (see below)

### STUDENT: ASSEMBLE AFTER MEETING

Incorporating faculty input:

1. Create Fall & Spring plan that includes the courses you’ll be taking.
2. Create a rough outline of topics and resources needed for your planned dissertation research.
3. Attach the faculty notes from the meeting with any recommendations.
4. Attach your CV and prior course experience.
5. Using this sheet as a cover sheet, get the packet signed by your advisory committee members and then your cohort advisor (Peter Sudmant, psudmant@berkeley.edu)

### ADVISORY COMMITTEE MEMBER SIGNATURES

Student’s Faculty Mentor Signature: _______________________________

2nd IB Faculty Member Signature: _______________________________

3rd Faculty Member Signature: _______________________________ Dept (if outside IB): _________

.......................... Below: for Professor Peter Sudmant, your cohort’s Grad Advisor, to review your packet and sign ..........................

IB Advisor for 1st Year Grad Students: _______________________________ Date: _________________

The final signed packet needs to be emailed to Monica Albe at ibgradsao@berkeley.edu by Tuesday, Sep 1, 2020.