

# GRADUATE STUDENT ADVISOR/CO-ADVISOR FORM

## Policy: Co-advisors for Physics Ph.D. Students Working with Faculty Outside of Physics/AP/SLAC

Physics graduate students have a wide range of research choices available to them, including working on a Physics-related program in a different department, with a research advisor who is not a member of the Physics Department. Students working with advisors outside Physics/Applied Physics/SLAC\* must have a co-advisor who is a faculty member in the Physics Department.

\*Students with SLAC PPA faculty advisors do not require a co-advisor.

Students with SLAC Photon Science faculty advisors who have Ph.D. in Physics do not require a co-advisor.

Students with SLAC Photon Science faculty advisors with a Ph.D. in an area other than Physics require a co-advisor.

A co-advisor serves two main roles: (i) acting as an official liaison for the student to the Physics Department and (ii) ensuring that the student's dissertation has a physics component that is sufficient to allowing granting of a Ph.D. in Physics. The co-advisor also serves as the student's contact to the department for any academic issues that would be more appropriately dealt with by Physics, rather than a faculty member in another department.

Students should select the co-advisor as soon as he/she is no longer on rotation and has decided on a research program with an advisor in a department other than Physics. In any case, this should be no later than the end of the second year of graduate study. Students should complete the "Advisor/Co-Advisor" form and submit it to the Physics Student Services Officer.

During the third year the student submits a one-page dissertation proposal on his/her research, including a description of the physics components, to the Physics Student Services Officer. The proposal should have been reviewed, approved, and signed by the student's research advisor and co-advisor.

From then on, the student should meet with his/her co-advisor on a yearly basis, although more frequent meetings are encouraged. During that annual meeting, the student submits a one-page progress report on research for co-advisor approval and signature. The form is given to the Physics Student Services Officer for placement in the student's file.

If, during the annual meeting, the co-advisor determines that the research no longer contains a significant physics component, the student will be warned that a Ph.D. in Physics may not be merited, and he/she may need to transfer to the relevant department.

Name: \_\_\_\_\_ Stanford Student ID#: \_\_\_\_\_ Year of Study: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor's Dept: \_\_\_\_\_

Advisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Co-Advisor Name: \_\_\_\_\_ Co-Advisor's Dept: \_\_\_\_\_

Co-Advisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

AXESS Input By: \_\_\_\_\_ Date: \_\_\_\_\_