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CSUF DEPT OF BIOLOGICAL SCIENCE – GRADUATE STUDENT ADVISING FORM

Meet with your thesis adviser to select the courses you will take in the next term. **After advising, return this form, signed by your adviser, to Karen Lau (MH-282).**

Graduate Student Name (Last, First) CWID For Semester & Year

@csu.fullerton.edu

CSUF **STUDENT** Email Address

Print Adviser Name

A. PROGRESS IN PROGRAM (FROM STUDENT FILE AND TRANSCRIPTS)

Check appropriate boxes:

- | | | | | |
|--------------------------|---|--------------------------|---|---|
| <input type="checkbox"/> | Y | <input type="checkbox"/> | N | Completed Conditions of Admission? If admitted without Conditions, check Y. |
| <input type="checkbox"/> | Y | <input type="checkbox"/> | N | Completed/enrolled in BIOL500A/B? |
| <input type="checkbox"/> | Y | <input type="checkbox"/> | N | Passed 1 st Committee Meeting? Date: _____ |
| <input type="checkbox"/> | Y | <input type="checkbox"/> | N | Passed 2 nd Committee Meeting? Date: _____ |
| <input type="checkbox"/> | Y | <input type="checkbox"/> | N | I am eligible for and plan to enroll in GRAD700. See Karen Lau for this form. |
| <input type="checkbox"/> | Y | <input type="checkbox"/> | N | Filed for graduation? Expected to Graduate Date (Sem Yr): _____ |

B. COURSE ENROLLMENT FOR UPCOMING SEMESTER

Graduate Study Plan Courses

Other Courses (not on Study Plan but adviser approved)

Course dept/#	Units	Sect#	Class#

Course dept/#	Units	Sect#	Class#

1. Graduate Study Plan (GSP) Courses (electives, seminars, required courses) – list in table above

2. BIOL580 ADVANCED TOPICS IN GRADUATE BIOLOGY – list in table above and complete information below

Most students take 1 unit of BIOL580 each semester, using the CR/NC option. If your adviser recommends that you take BIOL580, indicate it below, using your adviser’s section and class numbers. 8 units max. during program.

For my BIOL580 grade, I will (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> attend and participate in lab group meetings. | <input type="checkbox"/> attend individual meetings with my thesis adviser. |
| <input type="checkbox"/> complete the following assignments/projects: _____ | |
| <input type="checkbox"/> enroll for CR/NC (not a letter grade) | |

3. BIOL599 AND 598 – list in table above and complete descriptions on the next page in consultation with your thesis adviser. BIOL599: must also complete Lab/Field Safety Procedures form (p. 3).

C. WORK PLANS (GA/TA, GRANTS, OFF-CAMPUS; estimate # hours/week)

D. APPROVALS

Student’s Signature

Date

Thesis Adviser’s Signature

Date

Graduate Program Adviser’s Signature

Date

ver. 3/22/2020

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CSUF DEPT OF BIOLOGICAL SCIENCE GRADUATE STUDENT – BIOL599/598 REQUEST FORM

Course#	Will enroll in # of Units (1-3)	Total # approved on GSP	Total # taken so far
BIOL599			
BIOL598			

BIOL599 INDEPENDENT GRADUATE RESEARCH – 1-3 units per semester; 12 units max.

1. Describe the current status of your thesis project, including work completed and work still remaining. (150 words).

2. List your specific research plans and goals for the coming semester; these should reflect number of units taken (1-3). **Your grade in BIOL599 will be based on your progress toward meeting these goals during the semester.** (150 words).

BIOL598 THESIS – 1-3 units per semester; ≤6 units max., as approved on your GSP

Students enroll in BIOL598 after they have completed their 1st Committee Meeting, when they are completing or have completed data collection and are preparing their thesis.

1. Describe your progress to date on the preparation of your thesis [e.g., literature review, data collection, data analysis, preparation of tables and figures, writing (by section)]. (100 words)

2. List your specific goals toward completion of your written thesis over the course of the coming semester, with a timeline (weekly or monthly) for completion. These should reflect number of units taken (1-3). **Your course grade in BIOL598 will be based on your progress toward successfully meeting these goals during the semester.** (100 words).

CALIFORNIA STATE UNIVERSITY, FULLERTON
DEPARTMENT OF BIOLOGICAL SCIENCE

LABORATORY AND FIELD SAFETY PROCEDURES

Safety must be a primary consideration for all persons working in a biological laboratory or field site.

Laboratory/Field activities have been selected for their interest and relevance to the lecture class material as well as their expected safety for students learning new techniques. Students have the responsibility for learning and understanding the appropriate safety procedures for each specific activity. Further, each student has an obligation to consult the instructor for help when safety procedures or instructions are not clear. The following general procedures must be observed.

1. Before beginning the first activity, familiarize yourself with the location of all safety equipment; e.g., safety shower, and eye wash or sink area. Consult with your instructor regarding the proper operation of this equipment. (Small fires can usually be extinguished by smothering. Fire extinguishers should be used only by trained personnel. Use them only if you are confident that you know the proper procedures and can safely use them.) Note that all safety precautions are described in the lab/field experimental protocols.
2. Approved goggles or safety glasses with side shields must be worn at all times while you or others are working with any hazardous chemical materials or liquids that could splash into a person's eye. Anyone not complying with this requirement will not be allowed in the laboratory.
3. Wear appropriate clothing for lab/field activities. In the lab, this includes eye protection, closed-toe shoes, and a lab coat; in the field, wear appropriate clothing for the environment as noted in the course materials and by the instructor. There will be no exceptions.
4. Laboratory bench work is not permitted in the laboratory when an instructor is not present. Follow-up activities outside of regular class periods must occur in accordance with schedules set up by the laboratory instructor. Performance of unauthorized experiments is not allowed.
5. None of the following is permitted in the laboratory at any time: application of cosmetics (including chapstick), smoking, eating, drinking, or sitting on lab benches.
6. No personal electronic devices (such as cell phones, pagers, radios, video cameras, etc.) are permitted in the lab or during field activities except when used for instructor-approved educational/safety purposes.
7. Visitors to the lab are NOT ALLOWED except by express permission of the instructor and department chair. Visitors are required to have the same eye protection and lab wear as all others in the laboratory, and must complete and sign a Personal Liability Waiver Form.
8. Dispose of all materials, including animal parts, chemicals, glassware, and plasticware, in the correct manner as shown by your instructor.
9. Report any accident, even the most minor, to your lab instructor.
10. In case of a chemical splash of any type, flush the area thoroughly with water for at least 15 minutes. For chemicals in the eyes, use eyewash if available; and if not, use water from a sink faucet.
11. Animal use is regulated by the Institutional Animal Care and Use Committee and approved protocols must be adhered to precisely. If live vertebrate animals are being used, your instructor will discuss the appropriate procedures, which will also be included in your lab/field manual or handouts. Understand them and follow them.
12. At the end of any lab- or field-associated activities, you must return the work space to the original state before you leave the area. Clean up all debris, spills, etc. and do not leave any materials out.
13. Do not use equipment or supplies from any lab other than the one assigned to your class unless authorized to do so by your instructor.
14. Wash your hands before you leave the laboratory.
15. Phone numbers in case of emergency: 911; 2515 (campus police); 7233 (Environmental Health and Safety).

I have read and will abide by all of the above lab safety regulations.

BIOL 599 Sect# _____ Class# _____ Date _____ CWID# _____

STUDENT SIGNATURE _____ PRINT NAME _____