Instructions for this section from the Parent Announcement: Describe the graduate program in which the applicant is enrolled, e.g. the structure of the program, required milestones and their usual timing (number of courses, any teaching commitments, qualifying exams, etc.), and the average time to degree over the past 10 years. Describe the progress/status of the F31 applicant in relation to the program’s timeline. Describe the frequency and method by which the program formally monitors and evaluates a student’s progress. This information is typically provided by the director of the graduate program or the department chair. Include the name of the individual providing this information at the end of the description.

[DEPARTMENT NAME]

The Department of [DEPARTMENT NAME] in the Faculty of Arts and Sciences’ Division of [DIVISION NAME] at Harvard University provides graduate students with an outstanding education and training opportunities. [ADD INFO ABOUT STRUCTURE OF THE GRADUATE PROGRAM HERE].

Required milestones in this graduate program include:

- [REQUIRED MILESTONES AND THEIR USUAL TIMING]
- [REQUIRED MILESTONES AND THEIR USUAL TIMING]
- [REQUIRED MILESTONES AND THEIR USUAL TIMING]

The average time to degree over the past ten years has been [AVERAGE TIME TO DEGREE OVER PAST 10 YEARS]. [APPLICANT NAME] has progressed through our program well within this timeline [INDICATE WHEN S/HE MATRICULATED INTO THE PROGRAM AND DESCRIBE HIS/HER PROGRESS TO DATE]. Our program monitors and evaluates a student’s progress in the following ways: [EVALUATION FREQUENCY/METHODS].

Name and Title of Individual Providing this Information to the Applicant: [Recommended name and title to include here is Department Chair First Name, Last Name, Chair, Department X]