PhD Annual Progress Report

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| **Surname** | **Given name** | | | **Student ID** |
| **Number of terms completed** | | | **Time frame covered**  (*i.e. May 2017-April 2018)* | |
| **Area of Interest / Working dissertation title** | | | | |
| **Supervisor name** | **Reader name** | | | **Second reader name** |
| **Section A: Student’s Report**  Students must attach a report on the progress accomplished, taking into consideration the following elements:   1. Progress of degree requirements *(ie. coursework, language requirement, area examinations, dissertation, etc)*. 2. Professional Development *(teaching experience, conference papers or publications, university service)*. 3. Funding May to April *(scholarships, teaching and research positions, and other awards. Include upcoming funding)*. 4. Progress accomplished on goals set forth in previous year’s program plan. 5. Program plan for next year. | | | | |
| **Date** | | **Student’s signature** | | |
| **Section B: Supervisor’s Comments**   1. How often do you meet with the student? □ Weekly □ Monthly □ Every 2 months □ Rarely or never 2. When do you expect the student to complete the degree requirements? Date: \_\_\_\_\_\_\_\_\_\_\_\_ 3. What is your general assessment of the student’s progress during the past year (attach any relevant documents)? □ Excellent □ Very Good □ Good □ Inadequate   Describe specific progress achieved: | | | | |
| **Date**  I have met with the student and approve the plan for next year. □ Yes □ No | | **Supervisor’s signature** | | |
| **Date**  I have met with the student and approve the plan for next year. □ Yes □ No | | **Reader/co-supervisor signature** | | |
| **Date**  I have met with the student and approve the plan for next year. □ Yes □ No | | **Reader signature** | | |
| **Section C: Graduate Chair Comments**  □ Fully satisfactory report □ Unsatisfactory report  Comments: | | | | |
| **Date** | | **Graduate Chair’s signature** | | |