

Graduate Student Research Progress Report

- What?** Research progress reports are used to monitor progress and provide sufficient feedback to student regarding their dissertation/thesis or paper/portfolio/project.
- Who?** 1. The report should be completed in full between the student and their supervisor(s) and 2. the supervisory committee member(s) (if applicable) and 3. lastly, approved by the Graduate Program Director. The form will then be submitted to the School of Graduate and Postdoctoral Studies (SGPS).
- When?** Student research progress is evaluated at the end of each semester for every student in a program with a thesis, project or major paper, starting when the student is engaged in their research. Progress reports should be sent to SGPS with all appropriate signatures by the end of the regular registration period in the following semester.

Student Last name, First name		Student Number
University email (.net account)	Report Term (e.g.W19)	Degree/program

Student's Report (If extra space is required, please attach a separate page)			
Academic and/or research progress: <i>e.g. Courses completed this past semester; How many courses do you need to complete? What were your research objectives for this past term? Did you achieve them? What are your objectives for the next term? Do you have any other program requirements that are outstanding?</i>			
Do you have any non-academic matters that have affected your progress this term?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, have appropriate supports been put in place (e.g. through supervisor, Graduate Program Director/SGPS, SAS)?	<input type="checkbox"/> Yes <input type="checkbox"/> No *** If no, please consult the Services for Grad Students webpage.

Supervisor's (and/or Supervisory Committee) Report (If extra space is required, please attach a separate page)
Academic and/or research progress: <i>Is the progress in terms of course completion and other program requirements in line with expectation of the program? If no, explain Were the last report's objective's achieved? Is the student on track to compete the program in a timely fashion? If non-academic matters have affected the student's progress, have these been factored in to the assessment?</i>

General Assessment				
Student standing from last report:	<input type="checkbox"/> First report	<input type="checkbox"/> Clear	<input type="checkbox"/> Warning	<input type="checkbox"/> Probation

Overall Evaluation		Evaluation of Research Progress				
What is your general assessment of the student research progress?			Satisfactory	Difficulty	Unsatisfactory	N/A
<input type="checkbox"/>	Satisfactory Progress	Research progress	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Difficulty with Progress	Research plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Unsatisfactory Progress	Requisite knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Research skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Motivation & work ethic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please note that failure to meet objectives on progress reports may be cited as ground for probation or dismissal from the program of study. **By signing below, all parties acknowledge that the graduate student research progress report has been discussed.**

Student Name	Student Signature	Date (dd/mmm/yyyy)
Supervisor Name	Supervisor Signature	Date (dd/mmm/yyyy)
Co-supervisor Name (if applicable)	Co-supervisor Signature	Date (dd/mmm/yyyy)

Supervisory Committee (If applicable)

Committee member Name	Committee member Signature	Date (dd/mmm/yyyy)
Committee member Name	Committee member Signature	Date (dd/mmm/yyyy)

Graduate Program Director Name	Graduate Program Director Signature	Date (dd/mmm/yyyy)
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