

### FGSR Annual Progress Report

All PhD students are required to submit an annual progress report to their supervisory committee every twelve months for review and approval. The first progress report is due one year after the start of the program (ex: program start is 202030, the first report will be due during the 202130 semester). The summary forms part of the student's official file.

Student Name: _____	Student ID Number: _____
Semester Submitting Report: _____	PhD Program: _____ Program Start Date: _____

#### SECTION A: STUDENT'S REPORT

Provide a brief description of the completed research and any remaining research

Provide a tentative timeline for completion

Requirements / milestones	Expected Completion Date (Semester / Year)
Thesis Defense	

**SECTION B: COMMITTEE MEMBERSHIP**

Please check the FGSR website for information regarding accreditation for committee members at:  
<https://www.uregina.ca/gradstudies/for-faculty-staff/accreditation/index.html>

Student's Supervisor: Name and Academic Unit	Co-Supervisor (if applicable)
1. _____	2. _____
Internal Supervisory Committee Members: Name and Academic Unit; two members are to be from the home academic unit	
1. _____	2. _____
3. _____	4. _____
Internal to the U of R but external to the Student's Academic Unit: Name and Academic Unit	
1. _____	

**SECTION C: SUPERVISOR'S COMMENTS**

Provide a general assessment of the student's progress during the past year.

**SECTIONS D AND E ARE FOR STUDENTS REGISTERED IN MAINTENANCE COURSES**  
**IF THIS DOES NOT APPLY TO YOU, COMPLETE SECTION F.**

*All students who complete research credit hours and are in maintenance are required to complete Sections D and E. The student's supervisor is to schedule a meeting for the student to present his/her research results and remaining research tasks to the committee. The supervisory committee complete Section D and return it to the student.*

**SECTION D: Supervisory Committee's Evaluation**

Meeting Date & Time:	
1.	Has the student completed all course work:
2.	Has the student completed the comprehensive exam (if required):
Supervisory committee's evaluation on the progress of the student:	
1.	Research objectives and planned research work:
2.	Current research progress and writing, presentation and publications:
3.	Remaining work for completing PhD studies:
4.	Is the student's progress satisfactory?  YES Expected term for thesis submission and defense: _____  NO FGSR will meet with the academic unit, the supervisor(s) and the student for possible academic action.
Additional Notes:	

Signatures are Required Prior to Submitting		
Supervisor's Name	Supervisor's Signature	Date
Co-Supervisor's Name	Co-Supervisor's Signature	Date
Committee Member's Name	Committee Member's Signature	Date
Committee Member's Name	Committee Member's Signature	Date
Committee Member's Name	Committee Member's Signature	Date
Committee Member's Name	Committee Member's Signature	Date

**SECTION E: Student's response to Supervisory Committee's Evaluation:**

*(The supervisor discusses the supervisory committee's evaluation with the student and the student provides response to the evaluation. Then the student signs the form and submits it to Department and FGSR for approval).*

**SECTION F: SIGNATURES ARE REQUIRED PRIOR TO SUBMITTING**

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_ Co-Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Department Head/Associate Dean: \_\_\_\_\_ Date: \_\_\_\_\_

FGSR Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Time Limit: \_\_\_\_\_ Supervisor(s) Contacted: Yes \_\_\_\_\_ No \_\_\_\_\_