



## Annual Progress Report (for doctoral award holders)

Award holder family name		Award holder given name		Initials
Full name of institution				
Department/Division name			Award number	
Primary telephone number Country code    Area code    Number    Extension		Secondary telephone number Country code    Area code    Number    Extension		
Primary email		Fax		
<b>Award Holder's Report</b>				
Award holders must attach a one-page report of the work accomplished. You must take account of the following elements:				
<ol style="list-style-type: none"> <li>1. What progress was made during the previous year toward completing the program requirements (courses, comprehensive examination, thesis, etc.)? Did this progress meet or surpass the objectives set at the beginning of the year? Explain.</li> <li>2. What progress was achieved during the previous year with respect to professional development in the program of study? Provide details on any publications and/or papers presented before learned societies or conferences, and teaching experience.</li> <li>3. What program requirements (courses, comprehensive examination, thesis, etc.) still need to be completed? Specify deadlines for their completion, including the specific objectives for the next year.</li> <li>4. Other comments, if any.</li> </ol>				
<b>Comments of Thesis Director</b>				
1. How often do you meet with the award holder? <input type="checkbox"/> weekly <input type="checkbox"/> monthly <input type="checkbox"/> every two months <input type="checkbox"/> rarely or never				
2. When do you expect the thesis to be submitted? _____ (dd/mm/yy)				
3. What is your general assessment of the award holder's progress during the past year? Elaborate: <input type="checkbox"/> excellent <input type="checkbox"/> very good <input type="checkbox"/> good <input type="checkbox"/> inadequate (attach any relevant documents)				
Name of thesis director (print)		Signature		
Institution		Date		
<b>Comments of the Dean of Graduate Studies or designated person</b>				
<input type="checkbox"/> fully satisfactory report <input type="checkbox"/> unsatisfactory report (indicate what measures have been or will be taken to redress the situation)				
Name of Dean of Graduate Studies/designated person (print)		Signature		
Institution		Date		

Personal information will be stored in the personal information bank for the appropriate program.