

## MMI Graduate Student Progress Report

1. **Name:** \_\_\_\_\_ **ID#:** \_\_\_\_\_ **Program:**  MSc  PhD
2. **Supervisor:** \_\_\_\_\_ **Supervisory Committee Members:** \_\_\_\_\_
3. **Program Start Date:** \_\_\_\_\_ **Date of last Supervisory Committee meeting:** \_\_\_\_\_
4. **Assessment of Student's Research Project by Supervisory Committee:**
  - **Research Progress Assessment:**  unsatisfactory  satisfactory  very good  excellent
  - **Specific concerns, Committee recommendations and objectives, or notable accomplishments raised or discussed by Committee (attach a page if necessary)**

- **Four page progress summary completed as required?**  
 yes  no  not applicable  Progress summary attached
- **Supervisor and student signed off on Memorandum of Understanding and the Conversation Checklist?**  
 yes (memorandum)  yes (checklist) **Date:** \_\_\_\_\_  
*Note: by the end of the first term; checklist may be revisited several times in a student's career.*
- **Committee approved elevation from M.Sc. Program to Ph.D. Program? *Note: by 18 months into the program.***  
 yes  no  not applicable
- **Committee agrees experimental work is sufficient for thesis?**  
 yes  no  not applicable
- **Ethics requirement complete (8 hours)?**  
 yes  no \_\_\_\_\_ number of hours

5. **For PhD students, if > 18 months from start of program, indicate planned timing of Candidacy exam.**  
*Note: Candidacy exams should to be taken by 24 months into the PhD program but must be taken no later than 30 months into the program.*

• **Candidacy exam completed:**       yes                       no

6. **Course Work (Courses taken and grades obtained during the last year):**

7. **Funding: Student Stipend** \_\_\_\_\_ **Operating Funds** \_\_\_\_\_

8. **Publications or abstracts submitted, in press or published while in the graduate program (attach list).**

First page of each attached

	or		
There are NO Conflicts of Interest	▼	*Conflicts of Interest have been declared	▼
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisor Signature			Date
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
			Date
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
			Date
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Committee Members' Signatures			Date
_____			_____
Student Signature			Date

\* Actual or potential conflicts of interest should be declared to the Graduate Coordinator and/or the Department Chair.

*Note: Students or supervisors may also send a confidential letter to the Graduate Training Committee, a member of the committee, the Graduate Coordinator or the Chair to alert them of any potential problems or conflicts that may impede the student's progress.*