# Department of Educational Studies 2015 – 2016 Annual Progress Report – EdD and PhD

**To the student:** The purpose of this report is to ensure we have current information on file and to encourage your progress through your graduate program. To reduce paper use and to facilitate data entry, please fill out this form electronically (Part A only), save it and return as an email attachment by **May 31, 2016** to the Graduate Program Assistant at **grad.edst@ubc.ca** Thank you.

## Part A. To be completed by the student.

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| ***Current Contact Information*** |
| **Last Name:** | **First Name:** |
| **Address:** |
| **City:** | **Province:** | **Post Code:** |
| **Home Phone:** | **Work Phone:** |
| **Email:** | **Student #:** |

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| ***Program Information*** |
| **Current Advisor/Supervisor:** |
| **Degree:** |
| **Research topic:** |
| **Has your research supervisory committee been formed?** Yes/No | **Date** (mm/yy) |
| **List your Committee members:** |
| **Have you completed your comp exam?** Yes | / No | **Date** (mm/yy) |
| **Has your research proposal been approved?** Yes | / No | **Date** (mm/yy) |
| **Have you been advanced to candidacy?** Yes**Note: The Faculty of Graduate Studies policy stipulates that Candidacy should be reached within 24 months and must be by 36 months of starting a doctoral program.** | / No | **Date** (mm/yy) |

***Please summarize the progress you made between May 1, 2015 and April 30, 2016 toward completing degree requirements and give date of last meeting or date of contact with advisor and/or research committee:***

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| ***Coursework plans for coming year.*** |
| **Please list the specific courses or types of courses you intend to take between May 1, 2016 and April 30, 2017. If coursework is completed, please leave blank. If needed, press “Enter” to produce additional lines of text.** |
| **Course Prefix & No.** | **Title or topic** |
|  |
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|  |
| **Remarks:** |

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| ***Awards/Scholarships/Grants.*** |
| **Please list any awards, scholarships or grants applied for or received between May 1, 2015 and April 30, 2016. If pending, mark “P”. Press “Enter” to produce new lines of text:** |
| **Date Applied For** (mm/yy) | **Title** | **Term**(from/to) | **Date Received** (mm/yy) | **Amount** |
|  |  |  |  | **$** |
|  |  |  |  | **$** |
|  |  |  |  | **$** |
| **Remarks:** |

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| ***Publications/Assistantships/Conference Presentations.*** |
| **Please describe any publications you have produced, teaching or research assistantships you have undertaken or conference presentations made during the period of May 1, 2015 to April 30, 2016:** |
| **Other comments about your progress or plans for the coming year, or your EdD / PhD supervision:** |

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**To the supervisor:** Please review the information provided in Part A, then complete Part B. To reduce paper use and facilitate data entry, please complete this form and return it via email to the Graduate Program Assistant at **grad.edst@ubc.ca** In addition, please send a copy to the student at the email address indicated in Part A.

## Part B. To be completed by the supervisor.

**Student’s Last Name:**

**First Name:**

**Supervisor’s Last Name:**

**First Name:**

**Date of last meeting with student:**

**Is this student making satisfactory progress toward degree completion?**

|  |  |  |
| --- | --- | --- |
| **Yes:** | **No:** | **Concerned:** |

**If “no” or “concerned” please explain:**

**Other comments:**