

## Department of Educational Studies

### 2023-2024 Annual Progress Report – PhD

**To the student:** The purpose of this report is to make sure we have current contact information on file and to document and encourage your progress through your graduate program. This report requires that you communicate directly with your supervisor to complete this document. To reduce paper use and to facilitate data entry, please fill out this form electronically (Part A only), and forward to your supervisor for their review & completion (Part B). The completed form (Part A & B) should be submitted via Qualtrics ([https://ubc.ca1.qualtrics.com/jfe/form/SV\\_eyrHvysA6WUG2Qm](https://ubc.ca1.qualtrics.com/jfe/form/SV_eyrHvysA6WUG2Qm)) by **June 30, 2024**.

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

If you would like to speak to the **Graduate Advisor** about your program, please check here or send an email to set up an appointment.

<b><i>Current Contact Information</i></b>		
<b>Last Name:</b>		<b>First Name:</b>
<b>Address:</b>		
<b>City:</b>	<b>Province:</b>	<b>Postal Code:</b>
<b>Home Phone:</b>		<b>Work Phone:</b>
<b>Email:</b>		<b>Student #:</b>

<b><i>Program Information</i></b>		
<b>Current Advisor/Supervisor:</b>		
<b>Degree:</b>		
<b>Research topic:</b>		
<b>Has your research supervisory committee been formed?</b>	<b>Yes/No</b>	<b>Date (dd/mm/yy)</b>
<b>List your Committee members:</b>		
<b>Have you completed your comp exam?</b>	<b>Yes / No</b>	<b>Date (dd/mm/yy)</b>
<b>Has your research proposal been approved?</b>	<b>Yes / No</b>	<b>Date (dd/mm/yy)</b>
<b>Have you been advanced to candidacy?</b> <b>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.</b>	<b>Yes / No</b>	<b>Date (dd/mm/yy)</b>

**Please summarize the progress you made in the past academic year toward completing degree requirements and give date of last meeting or date of contact with advisor and/or research committee:**

***Coursework plans for upcoming year.***

**Please list the specific courses or types of courses you intend to take in the next academic year. If coursework is completed, please leave blank.**

<b>Course Prefix &amp; No.</b>	<b>Title or topic</b>

**Plans for dissertation work (if you have achieved candidacy) in the next academic year:**

***Awards/Scholarships/Grants.***

Please list any awards, scholarships or grants applied for or received in the past academic year.  
If pending, mark "P".

Date Applied For (mm/yy)	Title	Term (from/to)	Date Received (mm/yy)	Amount
				\$
				\$
				\$
				\$

Remarks:

***Publications/Assistantships/Conference Presentations.***

Please describe any publications you have produced, teaching or research assistantships you have undertaken or conference presentations made in the past academic year:

Other comments about your progress or plans for the upcoming year, or your PhD supervision:

Please list any awards, scholarships or grants you wish to apply for in the upcoming academic year, with due dates if known.

## Department of Educational Studies

### 2023-2024 Annual Progress Report – PhD

**To the supervisor:** Please review the information provided in Part A, then complete Part B. To reduce paper use and facilitate data entry, please ensure your student submits the completed form (Part A & B) via Qualtrics ([https://ubc.ca1.qualtrics.com/jfe/form/SV\\_eyrHvysA6WUG2Qm](https://ubc.ca1.qualtrics.com/jfe/form/SV_eyrHvysA6WUG2Qm)) by **June 30, 2024**.

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

<b>Student's Last Name:</b>	<b>First Name:</b>
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<b>Supervisor's Last Name:</b>	<b>First Name:</b>
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**Date of last meeting with student:**

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

<b>Yes:</b>	<b>No:</b>	<b>Concerned:</b>
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**If "no" or "concerned" please explain:**

**Other comments:**