UNIVERSITY OF WATERLOO

Ph.D. GGOV Progress Report - Year 1

NAME:	ID#:

Ph.D. Global Governance

ANNUAL PROGRESS REPORT

Year 1 PROCESS

- Annually, and normally by April 15, the **student** will complete and submit their "Annual Progress Report" to their supervisor(s) for review and comment.
- The **supervisor(s)** will review the Student Progress Report (Part 1) and complete Part 2.
- The **supervisor(s)** will review the full report with the student.
- The **student** will acknowledge this review by dating and signing Part 4 of the form.
- The **supervisor(s)** will forward the full report to the Graduate Program Coordinator who will forward it to the Academic Director for the PhD Global Governance for their review and final signature.
- By June 1, the **Graduate Program Coordinator** will provide a copy of the full report to the student and the supervisor(s) as well as filing it in the student's official file.

**If a Supervisor has not been identified, the Academic Director for the PhD Global Governance will act as the student's interim and complete the process.

NB: THE LATE SUBMISSION OF THIS REPORT MAY RESULT IN DELAYING THE RELEASE OF THE STUDENT'S FINANCIAL SUPPORT.

Part 1: Student PROGRESS Report

(Complete Part 1 on a separate sheet and attach to this form)

Submit answers to these 5 questions to your supervisor(s)

1. Include your name, student number, and identify the term in which you started the doctoral program.

2. Provide details of your progress towards meeting your degree requirements since the beginning the program. Provide examples of courses completed, comprehensive examination preparation etc.

3. Indicate all scholarships you have applied for since your entry into the program. Distinguish between those you "applied for" and those you were "awarded". Provide dollar values for those you were awarded.

4. List any conference presentations and publications you have contributed to since the start of your program. Distinguish between "refereed" and "non-refereed", "invited", "contributed", etc.

5. List your specific goals for next year; make reference to the program requirements, such as specific courses, comprehensive examination, thesis proposal, etc. Indicate the expected dates for completion of these goals.

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Part 2: Supervisor Report

(Complete Part 2 in the spaces provided)

1.   The comprehensive exams expect to be completed by (MM-DD-YY): _____

2.   How often did you meet with the student since the start of the program? (check one):

__ Monthly   __ Once per Term   __ Once per Year   __ Other (specify) _____

Refer to the student's statement and provide comments on the progress made by the student towards meeting the degree requirements since the beginning of the program.

Supervisor(s) General Comments:

SIGN AND RATE THE STUDENT UNDER PART 3 (NEXT PAGE)

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Part 3: Overall Assessment of Progress - to be completed by supervisor(s) only in Year 1

Rate this student's overall progress since the start of the program
(S) Satisfactory; (C) With Some Concerns *; (U) Unsatisfactory*

* where progress is deemed C or U, attach a detailed plan (with tasks and completion dates) of what must be accomplished over the next 6 months in order to remedy the situation.

	Print name (Last, First)	Signature	Rating (S, C, U)
Supervisor 1			
Supervisor 2			

Part 4: Acknowledgments

The student may append additional comments. A student who thinks they are receiving unsatisfactory advice is urged to contact the Academic Director.

By signing below, the student acknowledges having read this report:

Student _____ Date _____

Academic Director _____ Date _____