

PhD Mathematical Modelling and Methods

Progress Report

Student's Name:	Student ID#:	Start Term:
Supervisor's Name:		
Expected Term of Completion:	Report Term:	

This report is used to maintain a record of student progress and to assign a term performance designation.

A Progress Report must be submitted for every term in which the student is registered. Progress reports are due at the beginning of the following term that is being reported. E.g. Fall reports are due at the beginning of the Winter term. Failure to submit a completed and signed Progress Report by the due date, may result in the grade "UNS", and a negative service indicator on RAMSS to prevent registration and services. For submission deadlines in each term, please refer to the Yeates School of Graduate Studies Significant dates at <http://www.ryerson.ca/graduate/currentstudents/calendarsanddates/current>.

Instructions (Please print legibly):

- 1- Student makes an appointment with their supervisor prior to the due date of the Progress Report but after the date that official grades are available. (Usually in the first two weeks of the term). For students that have not yet chosen a supervisor, please make an appointment with the Graduate Program Director.
- 2- Student takes this form along with a print-out of their term grades from RAMSS (if applicable) and brings it to the meeting with their supervisor/Program Director (whichever applies).
- 3- Supervisor/Program Director completes the top half (sections 1-4) of the form and the Performance Designations at the end. Student completes the student portion (Sections 5-6). Both parties sign acknowledging that they have read the report and understand the Performance Designations and their implications.
- 4- Supervisor is responsible to give the original Progress Report along with any attachments to the Graduate Program Administrator. Progress Reports delivered by student will not be accepted.
- 5- The Graduate Program Administrator will have the Graduate Program Director review and sign.
- 6- The Graduate Program Administrator will send a scanned copy of the Progress Report to the student and Supervisor, the original will remain in the student's file in the Program Office.

SUPERVISOR: Complete Sections 1-4 (Or Graduate Program Director if a supervisor has not been selected).

- 1 – Print-out of term grades from RAMSS (if applicable) provided by student and attached.

2 - Course Work: Write any comments on student's progress in courses. If applicable, indicate any "INC" Incomplete course in the term and the expected completion dates for those.

3 - Expectations for Next Term: Outline specific expectations including targets and deadline dates.

4 - Supervisor/Program Director's additional Comments

STUDENT: Complete Sections 5-6.

5 - Provide your Dissertation topic or working title (if available)

6 - Student's Comments: Please include anything that you feel should be brought to the attention of the Graduate Program Director.

The following is to be completed by the Supervisor/Program Director.

Performance Designation of the student's attendance/participation in AM9000: PhD Seminar	<input type="checkbox"/> In Progress (applicable for Fall and Winter terms)	<input type="checkbox"/> Unsatisfactory (applicable for Fall and Winter terms)
	<input type="checkbox"/> Not Applicable (during Spring/Summer term)	<input type="checkbox"/> Satisfactory (used only after 6 terms of registration in seminar)

Performance Designation of Dissertation:	<input type="checkbox"/> 'INP' In Progress / Satisfactory	<input type="checkbox"/> 'UNS' Unsatisfactory (this is equivalent to an "F" Grade)	<input type="checkbox"/> Not Applicable this term
			<input type="checkbox"/> Completed
Please provide a brief explanation for Performance Designation			

By signing below, you are acknowledging that you have read the Progress Report and understand the Performance Designations and their implications

	Signature	Date
Student		
Supervisor (If applicable)		
Graduate Program Director		