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
5. For PhD students, if > 18 months from start of program, indicate planned timing of Candidacy exam. 
   Note: Candidacy exams should 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

   ![Diagram]

   - There are NO Conflicts of Interest
   - *Conflicts of Interest have been declared

   Supervisor Signature ____________________________ □            Date
   ____________________________ □            Date
   ____________________________ □            Date
   ____________________________ □            Date

   Committee Members’ Signatures
   ____________________________ □            Date
   ____________________________ □            Date
   ____________________________ □            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.