Annual Progress Report

Date: _____

Complete this form in consultation with your supervisor. All continuing graduate students must submit this form annually as requested to maintain good standing in their graduate program. All information requested should be completed about your entire academic career in your current degree program. Please submit your Annual Progress Report and unofficial transcript combined as one document to this link: https://vault.cs.uwaterloo.ca/s/Xbei6YbsP7zfr3d

Name: _____   **Student ID:** _____

Supervisor: _____   **Number of Terms in Program:** _____
(including this term)

Degree Program: Full-time   Part-time

    MMath—thesis option   MMath—Research Paper option

    PhD—from Bachelor's   PhD—from Master's

PhD Requirements:

PhD students only: indicate when you have or when you expect to meet your program requirements.

Program Requirement	If completed Date of Completion	If not completed Expected Date of Completion
PhD Comprehensive 1		
PhD Comprehensive 2		
PhD Seminars (3 required)		

Number of PhD Seminars completed at this time: _____

Course Requirements: (attach unofficial copy of transcript)

Have you completed your course requirements?   Yes ☐   No ☐

Do you have any incompletes (INC)?   Yes ☐   No ☐

Progress on Thesis or Research Paper:
Briefly describe the topic of your thesis or research paper, the background work you have accomplished, the results that you have obtained so far, and how much has been written or implemented.

Additional Information:
Given any additional information that you believe should be taken into account in assessing your performance.

_____
Student's signature

Supervisor's Comments (required):

From page 9 of *A Guide for Graduate Research and Supervision at the University of Waterloo 2011*:

The supervisor provides their evaluation of student progress to the department once a year or more often if required. The report should clearly indicate the status of the student's progress (i.e., satisfactory/unsatisfactory/remedial action plan). Where the supervisor feels that the student will have serious difficulties finishing the program, the supervisor, in consultation with the Advisory Committee as appropriate, will inform in writing, both the student and the Graduate Director of the nature of the problem(s), suggested remedies and may recommend withdrawal from the program.

The student's progress is: Satisfactory   Unsatisfactory

Please write additional comments below; if the student's progress has been unsatisfactory, your comments should include a remedial plan of action for the student to take to bring their progress up to satisfactory.

Name (please print)	Signature	Date
Supervisor:		
Supervisor (if applicable):		
Graduate Director:		

Revised June 5, 2025

This page can be submitted directly to the SCS Graduate Office via Vault link above with the rest of your Annual Progress Report once the report has been signed by your supervisor. The information on this page will remain <u>confidential</u> and will not be disclosed to your supervisor.

Interaction with Supervisor:

State whether, from your point of view, the frequency and the quality of your meetings with your supervisor have been satisfactory.