

Annual Progress Report for Ph.D. Students in Sociology

This form must be completed each academic year for all students in the Ph.D. program. Students in year one should complete as much of the form as possible. The student should fill in the first page, and after Part B is completed, the student *may* respond (and *must* sign) in Part C. Where the student has not yet designated a supervisor and committee, the principal advisor should complete Part B. In other cases, the supervisor should complete Part B to reflect a consensus among committee members, arrived at in conjunction with a meeting between student and committee. The report should be signed by all parties before returning it to the Graduate Office. *Please remember to append a copy of the student's CV to the end of this document*.

Part A (to be completed by student)

Personal Information

r ersonar innormation	
Name:	Student Number:
Major Area:	Date of First Registration in Ph.D. Program:
E-Mail:	Signature:
Hours Worked Please list the number expected to work from May 1 to August	er of RA and TA hours worked from September 1 to April 30 plus hour 31.
TA Hrs: RA Hrs:	External Hrs Worked:
Courses Attach ACORN printout. Cour	rse work is expected to be complete by end of Year 2.
Check here if <u>all</u> coursework has been co	ompleted (continue to Comp Exam section):
Courses Completed:	
Course Name and Number	Year
	

Courses Remaining: Required Courses ———————————————————————————————————			Optional Courses					
	all coursework is not complete by the end of year 2, please indicate the reason here:							
Practicum	This sec	ction is fo	r those students entering year 2 only.					
Practicum adv	acticum advisor: Signature:							
Comprehe	nsive	Exams (Comprehensive Exams are expected to be complete by end of Year 2.					
First Comprel	hensive	Exam:						
Completed:	Yes		Area: Date Completed:					
	No		Anticipated Date of Completion:					
Second Comp	orehensi	ive Exam	:					
Completed:	Yes		Area: Date Completed:					
	No		Anticipated Date of Completion:					
Thesis Pro	posal ⁻	Thesis Pro	oposal should be defended and approved by end of Year 3.					
Completed:	Yes		Title:					
			Date Completed:					
			If your title changed after you completed the thesis proposal, please include updated title:					
	No		Proposed Title:					
			Anticipated Date of Completion:					
Ethics Review	(for hu	man subj	ects) Required:					
	Yes		Date Approved:					
	No							

Supervisory Committee SGS time limit for constituting supervisory committee is by end of Fall in Year 2. Addition of a committee member outside the University of Toronto must be approved by the Grad Office as well as the Chair of the Department. Approval will not be granted until the thesis proposal defense is completed successfully.

Advisor Name (if app	olicable): _				
Supervisor Name:					
Formally Agreed:	Yes		No		
Committee Member	Name:				
Formally Agreed:	Yes		No		
Committee Member	Name:				
Formally Agreed:	Yes		No		
indicating the particu	ılar expert	ise of this m	ember and w	hat measur	a full CV and letter from your supervisor es were taken to ensure this position could val by Department's Graduate Chair and the
Name:				E-N	1ail:
University:					
Has the entire comm	ittee met	together in t	he past acad	emic year?	
Yes		Date:			
No					
Professional Act	civity Incl	ude all activi	ty in the past	t year (May :	1 – April 30)
Conference Presenta	ations: (pr	ovide title, a	uthors, confe	erence name	and date)

Papers Accepted and/or Forthcoming: (list title, authors, date published/forthcoming and journal name/bool title)
Manuscripts Submitted for Review: (list title, authors, date submitted, journal name/book title - only list thin under review)
Summary
Provide a brief report below on the progress you have made toward completion of your program over the past academic year:
Please append your CV to the end of this report.
Part B (to be completed by Supervisor/Advisor)
Once a thesis committee is formally constituted, it must meet with the student at least once per year. A discussion of progress should be a component of such a meeting, and this form should be filled out in conjunction with it.
Where applicable, student progress should be assessed on the following:
Courses Expected to be complete by end of Year 2.
Overall progress, considering year in Ph.D., is: Satisfactory Unsatisfactory
Comments/Concerns:
Development of Thesis Ideas and Proposal Thesis proposal should be defended and approved by end of Year 3.
Overall progress, considering year in Ph.D., is: Excellent Very Good Satisfactory Unsatisfactory

Comments/Concerns:					
Thesis Research					
Percentage of research comple	ete?				
Quality of Thesis Research:	☐ Excellent	□ Very Good	☐ Satisfactory	□ Unsatisfactory	
Comments/Concerns:					
Thesis Writing					
Percentage of writing complete	e?				
How many draft chapters (out	of total) comple	te?			
Quality of draft material:	☐ Excellent	□ Very Good	☐ Satisfactory	☐ Unsatisfactory	
How close to end product (as %): Expected date of completion?					
Comments/concerns:					
Signatures					
Supervisor			Date		
Committee member					
Committee member					
Part C (to be completed	d by Student)			
Response to Part B (Optional):					
Signature: Student			Date		
This report is to be filed w		e Office, with a co the committee u	• •	the student and each	
Part D (to be complete	d by Associa	te Chair - Grac	duate)		
The Graduate Program Office v students/committee if there ar		•	om the committee an	nd will inform	

Date _____

Signature: