



Annual Progress Report by Doctoral Student

Name:

Date of meeting:

PhD topic or dissertation title:

Supervisor:

Supervisory committee members:

Describe progress to-date on the degree requirements (e.g., language and comprehensive exams; thesis proposal; chapters drafted, submitted, and/or approved); work remaining to be completed; and a detailed timetable for the next year. Describe professional development and academic achievements (e.g., awards, publications, conferences, teaching assignments). Explain any challenges in achieving progress. If you have not been able to keep to the timeline proposed last year, please explain why. You can attach as many additional pages as is necessary to provide a comprehensive report.

Annual committee meetings should take place no later than the end of May of each year. Submit this report to your committee members before the meeting. Following the meeting, the committee will provide a written report to the student, who is then given the opportunity to provide a written response. All three reports: from the student, from the committee, and the student's response to the latter are due to the graduate assistant by the end of June, and are kept in the student's file.

I. Describe your progress to-date and the remaining work to be completed.

II. Outline your timetable for the next year(s), including travel plans, conferences, language study, teaching, etc., including internal and external deadlines.

III. Describe your professional development & academic achievements (include scholarships you have applied to, intend to apply to, or have been awarded; teaching plans; etc).

IV. Describe any challenges you've experienced in achieving progress and reaching program milestones.

Recommended five-year timetable of doctoral study

Year 1: coursework and language exam 1

Year 2: comprehensive exams and thesis proposal, and language exam 2

Year 3: research and draft of first chapter(s)

Year 4: drafts of chapters 2-4

Year 5: drafts of last chapter(s), dissertation colloquium, final oral exam (defense)