



SUPERVISORY COMMITTEE MEETING REPORT

Date of this committee meeting:	_____	Date of previous meeting:	_____
Current program (MSc / PhD):	MSc PhD	Program Start Date: (MM/YYYY)	_____
Student:	_____	Signature:	_____
Supervisor	_____	Signature:	_____
Co-Supervisor (if any):	_____	Signature:	_____
Committee member:	_____	Signature:	_____
Committee member:	_____	Signature:	_____
Committee member:	_____	Signature:	_____
Title of research project:	_____		

THIS SECTION TO BE COMPLETED BY THE SUPERVISORY COMMITTEE

Please select each answer as applicable.	
Yes No	This student is making good progress and will continue working towards completion of a MSc or PhD degree. (Any concerns must be documented in the comments from the committee).
Yes No	The student's research progress report is attached. If not, please explain.
Yes No	The student has received a copy of the Committee's written evaluation* , including recommendations made to the student and comments about areas of concern. If not, please explain.
Yes No	The student received an opportunity to discuss their program and/or progress with the supervisory committee members only.
Yes No N/A	The student will begin writing , or is in the process of writing, his/her thesis. Anticipated date of Thesis Defense: _____
Yes No N/A	*New* The committee recommends that this student be transferred from the MSc to PhD program. "PhD Thesis Committee and Supervisor funding information form" and "Report of Transfer MSc to PhD Committee Meeting" form are required to be submitted to the Graduate Office.
Yes No N/A	The committee recommends that this student be back transferred from the PhD to MSc program. A detailed explanation for this request is attached. The transfer will take place pending approval of the Graduate Studies Committee.



Physiology UNIVERSITY OF TORONTO

Yes No N/A	The committee has read and approved the student's completed thesis and recommends going forward to thesis defense.
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***COMMITTEE'S EVALUATION – Please write on the back of this page or attach on a separate page. Include recommendations made to the student and comments about areas of concern.**

COMMITTEE'S COMMENTS