



### SUPERVISORY COMMITTEE MEETING REPORT

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

**THIS SECTION TO BE COMPLETED BY THE SUPERVISORY COMMITTEE**

<b>Please select each answer as applicable.</b>	
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 <b>student’s research progress report</b> is attached. If not, please explain.
Yes No	The student has received a copy of the <b>Committee’s written evaluation*</b> , 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 <b>begin writing</b> , 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 <b>transferred from the MSc to PhD</b> 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 <b>back transferred from the PhD to MSc</b> program. A detailed explanation for this request is attached. The transfer will take place pending approval of the Graduate Studies Committee.



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Yes No N/A	The committee has read and approved the student's completed thesis and recommends <b>going forward to thesis defense.</b>
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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**