

PhD Student Progression: Annual Report Women's Studies and Feminist Research, Western University

CONFIDENTIAL

INSTRUCTIONS

Students and supervisors should meet annually to discuss progress made over the past year and to plan the year ahead.

Students: Please complete sections 1 through 7. **Supervisors:** Please review sections 1 through 7 and complete sections 8 and 9 in the presence of the student or in consultation with the student if you are not able to meet in person.

Section 10 must be signed by **both** the supervisor/s and the student.

Please submit the completed form to Betty Thompson by May 15.

Student Name	please type name here
Academic Advisor / Thesis Supervisor/s	please type name here
Program Start Date	month/year
End of Fundable Period	month/year
Are you in a collaborative program? If so, which one?	
Please indicate any leaves of absence (LOA)	please include dates

1. **COURSE WORK.** Students should complete their course work during year 1 of the PhD program.

Required Courses	Planned Term (e.g., fall 2015)	Completion Date (month, year)
Feminist Theory – WS 9550		
Feminist Methodologies – WS 9464 (or WS 9560 or WS 9565)		
Professional Development – WS 9459		
Elective Courses (names and #)	Planned Term (e.g., fall 2015)	Completion Date (month, year)
If course work is not completed during the first year of the program, please provide a brief explanation.		

2. **CANDIDACY EXAMS.** Students should complete their exams during year 2 of the PhD program.

Activity	Target Completion Date (month, year)	Completion Date (month, year)
Develop course outline/paper topics		
Approval of course outline/paper topics		
Committee established		
Examination		
Please list committee members:		
If candidacy exam is not completed during the second year of the program, please provide a brief explanation.		

3. THESIS

Working Thesis Title:
Committee members:
Date/s of supervisory and/or committee meetings during past year:

Activity	Planned Deadlines/Dates	Completed? (yes, no)
Committee Established		
Thesis Proposal Examination		
Ethics Approval (if applicable)		
Fieldwork/Analysis	<i>e.g., June – Sept, 2016</i>	
Writing and Revising Chapters*		
Full draft of thesis ready for review		
Examination Date established		

***For those at the writing stage, please summarize concisely where you are at with your work (what work has been submitted, reviewed by the supervisor and committee, revised), and what remains to be completed in order to submit a full draft of your thesis to your supervisor and committee.**

4. CONTRIBUTIONS AND KNOWLEDGE MOBILIZATION

<p><u>Presentations</u> (please list from the most recent and indicate those that are peer-reviewed)</p>
<p><u>Publications</u> (please list from the most recent and indicate those that are peer-reviewed)</p>
<p><u>Other contributions</u> (e.g., conference organizer; works of art, performances, community-based contributions)</p>
<p>*<u>Note</u>: This information will be used to update your biographies on the WSFR website.</p>

5. PROFESSIONAL DEVELOPMENT

What other professional development activities do you have planned for the year ahead? (e.g., preparation of paper for conference or journal submission; workshop attendance; teaching; conference/event organizing)

6. AWARDS AND RECOGNITIONS

Award Name	Amount	Date
<i>e.g., SSHRC Doctoral Award</i>	<i>\$20,000</i>	<i>Sept 2016-Sept 2018</i>
Please list any other significant awards or recognitions:		

7. DESCRIPTION OF STUDENT PROGRESS (completed by the student)

Please note that the purpose of sections 6 and 7 is to clarify facilitators of student progression and identify and manage barriers to progression. This is not meant to be evaluative and will not be recorded elsewhere. Students are encouraged to discuss impediments to their progress with their advisors/supervisors and/or the Graduate Chair.

Please describe factors that are contributing positively to your progress:

Please describe any major impediments to your progress:

8. DESCRIPTION OF STUDENT PROGRESS (completed by supervisor in the presence of the student)

Please explain any deviations from program timelines:

List any areas of concern regarding student progress:

List actions taken to address above deviations and concerns:

9. REVIEW BY SUPERVISOR

Please choose one option below:

For the PhD timeline with major milestones, go to: http://uwo.ca/womens/graduate/phd_program/requirements.html

- Milestones met; student on track with initial plan of study and timeline and should complete within fundable timeframe
- Milestones met; student on revised plan of study and timeline and should complete within fundable timeframe
- Milestones not met; student on revised plan and timeline and should complete within SGPS deadline (within 6 years of initial registration in program)
- Milestones not met; remediation required

Milestones are

10. SIGNATURES

	Signature	Date
Student		
Academic Advisor/Supervisor (if applicable)		
Co-supervisor (if applicable)		

Please include any other comments here, including comments about this form (students and supervisors)