# Annual Progress Report (for doctoral award holders) — Form 3A

Photocopy this form as needed for the duration of your award.

<table>
<thead>
<tr>
<th>Award holder family name</th>
<th>Award holder given name</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full name of university</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department/Division name</td>
<td>Award number</td>
<td></td>
</tr>
<tr>
<td>Primary telephone number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Country code</td>
<td>Area code</td>
<td>Number</td>
</tr>
<tr>
<td>Extension</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secondary telephone number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Country code</td>
<td>Area code</td>
<td>Number</td>
</tr>
<tr>
<td>Extension</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary E-mail</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Award Holder’s Report

Award holders must attach a one-page report of the work accomplished. You must take account of the following elements:

1. What progress was made during the previous year toward completing the program requirements (courses, comprehensive examination, thesis, etc.)? Did this progress meet or surpass the objectives set at the beginning of the year? Explain.

2. What progress was achieved during the previous year with respect to professional development in the program of study? Provide details on any publications and/or papers presented before learned societies or conferences, and teaching experience.

3. What program requirements (courses, comprehensive examination, thesis, etc.) still need to be completed? Specify deadlines for their completion, including the specific objectives for the next year.

4. Other comments, if any.

### Comments of Thesis Director

1. How often do you meet with the award holder?  
   - ☐ weekly  
   - ☐ monthly  
   - ☐ every two months  
   - ☐ rarely or never

2. When do you expect the thesis to be submitted?  
   - (dd/mm/yy)

3. What is your general assessment of the award holder’s progress during the past year?  
   - ☐ excellent  
   - ☐ very good  
   - ☐ good  
   - ☐ inadequate (attach any relevant documents)

   Elaborate:

   Name of thesis director (print)  
   Signature

   University  
   Date

### Comments of the Dean of Graduate Studies or designated person

- ☐ fully satisfactory report  
- ☐ unsatisfactory report (indicate what measures have been or will be taken to redress the situation)

   Name of Dean of Graduate Studies/designated person (print)  
   Signature

   University  
   Date

---

Personal information will be stored in the personal information bank for the appropriate program.

Form 3A (2004)  
PROTECTED WHEN COMPLETED