

**REPORT ON
GRADUATE STUDENT
SUPERVISORY COMMITTEE**



GRADUATE STUDENT SUPERVISORY COMMITTEE

This form is to be downloaded and complete by the Committee Chair during or immediately after the meeting, saved, and sent to the entire committee, including the student and supervisor, with a c.c. to the PALM GS Program Coordinator at heather.cheadle@pathology.ubc.ca within 4 business days of the meeting. Please type the report in the space provided.

SAVING INSTRUCTIONS: It's recommended that you **first download/save the PDF form** to your computer or network drive, and then open it with Adobe Reader and fill it. **We do not recommend** using any web browser to open the form as most have issues with fillable PDF forms.

GOOGLE CHROME: Right click on the form and click "Save as". **FIREFOX:** Right click on the form and click "Save page as". Once you fill in the form, click the save icon from the menu bar to save your work. You can re-open the form and edit your entries as often as needed.

STUDENT NAME _____ DATE OF ENTRY TO GRADUATE STUDIES: _____

PROGRAM _____

SUPERVISORY COMMITTEE MEMBERS (*Record full names as present or absent*):

	PRESENT	ABSENT
SUPERVISOR		
CHAIR		
PATHOLOGY MEMBER		
NON-PATHOLOGY MEMBER		
ADDITIONAL		
ADDITIONAL		

About the meeting:

DATE _____ PLACE _____ TIME _____

Documents circulated prior to meeting:

PROGRESS REPORT (*figures should not replace written report*): YES NO DATE _____

ADDITIONAL DOCUMENTS: YES NO DATE _____

DRAFT PRESENTATION: YES NO DATE _____

STUDENT-SUPERVISOR RELATIONSHIP DOCUMENT: YES NO DATE _____

Short title of Research Project:

HAS A COMPLETE RESEARCH PROPOSAL BEEN PRESENTED?

YES

NO

IS IT ACCEPTED IN PRINCIPLE BY THE COMMITTEE?

YES

NO

Recommendations from the committee:

Other recommendations:

(e.g. additions/changes to the committee; courses required; comprehensive exam planning)

What is the date of the next committee meeting? _____

(It is the program's expectation that committee meetings occur every 6 months for MSc Students, and at least once per year for PhD Students, although it is advisable to meet more frequently in the early stages of the PhD program.)

What is the expected date of completion of laboratory work? _____

(It is the program's expectation that lab work will be completed within 5 years for PhD, and 2 years for MSc students. If the committee believes longer is needed, please explain the rationale.)

Chairs comments on the progress report:

(Please make comments on the planning for comprehensive exam (if in the PhD program), the academic performance of the student, awards receive; the publication record; the students' attention to professional advancement; etc.)

SIGNATURE (OR INITIALS) OF CHAIR

DATE