

**Michigan State University – School of Packaging
Annual Progress Report for PhD Students**

Name: _____ Student PID#: _____

Portion Completed by the Student

Academic Progress

A copy of the current program of study should be attached to this report.

Semester of entrance into program: * _____

Expected completion semester: _____

*If admitted under provisional status, date provisional status removed: _____

Most recent contact with the Major Professor/Guidance Committee: _____

Date/expected date of comprehensive exams: _____ Passed? _____

Date/expected date of dissertation proposal approval: _____ Passed? _____

Date or expected date of dissertation defense: _____

Current GPA: _____ Number of credits below 3.0: _____

Remaining required courses: _____

Has GradPlan been submitted and approved? ___ Yes ___ No

Professional Performance and Potential

The student should **attach** the following information:

1. Professional goal statement
2. Goals for the next academic year
3. Papers published or submitted
4. Presentations at professional conferences
5. Participation on funded grants
6. Participation in undergraduate education (e.g. courses taught, mentoring of undergraduates)
7. Other

Attach: Comment briefly on your progress in achieving your academic goals during the past year. Note areas in which you are experiencing any difficulty.

Attach: Comment briefly on your progress toward achieving your career goals during the past year. If you feel you are not making progress, explain why. Include perceived departmental/school obstacles that hinder your program.

Name: _____

Student PID#: _____

Portion Completed by the Major Professor**Academic Performance**

The major professor should complete the following information:

1. Has the student made acceptable progress during the evaluation period? Please comment below.
2. Please comment on the overall academic performance of the student, including teaching experiences, if applicable.

Academic Performance Comments:

(Attach additional pages if necessary)

Name: _____ Student PID#: _____

Signatures

Annual Progress Report

Student

Your signature below indicates that you have discussed the contents of this progress report with your major professor.

Student: _____ Date: _____

Major Professor

Your signature below indicates that you have discussed the contents of this progress report with the student.

Major Professor: _____ Date: _____

School of Packaging

Director: _____ Date: _____

When both the major professor and student have reviewed and signed this progress report, copies of the report should be given to the student and the major professor. The original progress report should be placed in the student's file in the department/unit office. Students who wish to appeal any part of the major professor's evaluation may do so in writing to the department chair/school director.