



SCHOOL OF GRADUATE STUDIES

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## NSERC/SSHRC ANNUAL PROGRESS REPORT

### INSTRUCTIONS

NSERC and SSHRC award holders must make systematic and consistent progress in their research. An Annual Progress Report, detailing the achievements of the previous year and the objectives for the next year, is required by these national research councils, and must be submitted to the School of Graduate Studies. This Progress Report must be submitted 6 weeks prior to the anniversary date of the award, in order to receive funding for the next year.

Students must complete this Report Form and submit it to their Supervisor for review. The Supervisor must review the student's progress and sign the form. The Department Head must also sign the form.

If the student's progress is deemed unsatisfactory, the Supervisor and/or Department Head will make appropriate recommendations.

The School of Graduate Studies will keep the complete, signed report for review by these national research councils.

### **PART I – To be completed by the student (award holder)**

### **PART II – To be completed and signed by Supervisor, and signed by Department Head**

#### **Deadlines:**

- Awards that started in September: 15 July
- Awards that started in January: 15 November
- Awards that started in May: 15 March

#### **Note:**

*The completed, signed report must be submitted to the School of Graduate Studies six weeks prior to the renewal date of the award. The award will not be renewed (i.e. no future payments will be made) until the Progress Report has been received.*