

**QUEEN'S UNIVERSITY AT KINGSTON  
DEPARTMENT OF MATHEMATICS AND STATISTICS**

**Annual Progress Report Form for MSc (Pattern I & II) and MASc Programs  
DUE: 1<sup>st</sup> November**

Copies of our *Graduate Programs and Guidelines* and the School of Graduate Studies *Guide to Graduate Supervision* can be found at the links below. Supervisors and graduate students should be familiar with both documents.

<http://www.mast.queensu.ca/graduate/current.php>

<http://www.queensu.ca/sgs/current-students/graduate-supervision>.

<b>Student:</b>	<b>Date of initial registration:</b>
<b>Supervisor(s):</b>	<b>Current year of study:</b>
<b>Degree program:</b> <input type="checkbox"/> MSc <input type="checkbox"/> MASc	<b>Pattern:</b> <input type="checkbox"/> I(Thesis) <input type="checkbox"/> II(Project/Practicum) <input type="checkbox"/> with a specialization in biostatistics

**Indicate below whether or not the listed program requirement has been satisfied.**

Requirement		Expectation
Course Requirement for Pattern I, Thesis option (Sections 1.1.1 and 1.1.2 of guide )	<input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No	Four term courses completed and passed by the end of the second term
Course Requirement for Project/Practicum option (Sections 1.1.3 of guide):	<input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No	Seven or eight, whichever is applicable, term courses completed and passed by the end of the second term.
Thesis and defense (Section 1.1.5 of guide) Scheduling form submitted: Defense completed:	<input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	The scheduling form should be submitted three weeks prior to the exam date. This requirement is normally completed by the end of the 24 <sup>th</sup> month.
Project and presentation (Section 1.1.6 of guide) Scheduling form submitted: Presentation completed:	<input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	The scheduling form should be submitted three weeks prior to the presentation date. This requirement is normally completed by the end of the 12 <sup>th</sup> month.

**Provide an explanation if you will not, or have already missed completing, any of the requirements noted above within the expected time frame.**

**If you have NOT satisfied the course requirement list the required courses still to be completed.**

Course number & title	Year/Term	Type (lecture, reading, seminar)	Instructor if known

**Describe briefly the topic of your project, practicum or thesis, whichever is applicable.**

**Describe any contributions to the scholarly environment of the department during the current academic year (i.e., participation in departmental seminars including the graduate seminar).**

List any conferences and workshops attended during the current academic year. Indicate if you presented.

Provide a summary of the progress you have made on your project or thesis and details on any publications in progress, submitted or accepted over the current academic year year. Attach additional page if necessary.

Provide details on your plans and goals for each of the following terms, if applicable.

CURRENT Fall(September-December)

Winter(January-April)

Summer(May-August)

Expected date of completion:

**TO BE COMPLETED BY THE SUPERVISOR**

Comment on the student's progress. Indicate whether the proposed goals are reasonable and achievable. Include any concerns you may have.

Your signature below indicates that you have discussed with one another the information detailed on this form as well as any concerns you may have. You are also acknowledging that you are aware of the program requirements for the MSc or MASc degree, whichever is applicable, and the timelines for completion of those requirements. If necessary, attach a separate page explaining any concerns that you would like to bring to the Graduate Committee's attention at this time.

\_\_\_\_\_  
SIGNATURE OF STUDENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF SUPERVISOR

\_\_\_\_\_  
DATE