INSTRUCTIONS

1. Submit this report to the Office of Academic Programs; it will become a part of the student’s SEAS record. The student and advisor are highly encouraged to meet with the full PhD committee in person. If meeting in person is not possible, students should use Skype or other remote conferencing options.

2. The progress report is signed by all members of the research committee. If a faculty member cannot meet in person or remotely, (s)he can review the progress report and send documentation to the Office of Academic Programs indicating (s)he has reviewed the progress report. The Dean has indicated this is a reasonable activity to expect from a faculty member on leave.

If necessary, the committee can be reconstituted by submitting a new “Designation of Research Committee” form.
Student Name/G-Year

When do you and your committee anticipate the completion of your thesis? 

Please list ALL committee members and indicate if they were present or not at your meeting.

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<th>Name</th>
<th>Present (Y/N)</th>
<th>Onsite/Off site</th>
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REPORT BY STUDENT:

________________________________________________________________________

Student’s Signature                         Date

REMARKS OF THE COMMITTEE:

________________________________________________________________________

1. Name_____________________________   2. Name_____________________________
   Signature ___________________________   Signature ___________________________

3. Name_____________________________   4. Name_____________________________
   Signature ___________________________   Signature ___________________________