

MN  
**STATEMENT OF PROGRESS & STANDING**

This form is to be completed after each term and is intended to provide the student with a clear statement of progress and standing. Review the MN Program Policies & Procedures for detailed information ([www.uleth.ca/graduatestudies/policies-procedures](http://www.uleth.ca/graduatestudies/policies-procedures)).

This Statement of Progress and Standing is cumulative; please add on to it each term and save it on your computer. It is the student's responsibility to: maintain this document as an ongoing record; acquire the required signatures; and, to submit it each term.

**A. STUDENT INFORMATION**

Name (in full):		SURNAME	FIRST	MIDDLE
Full-time	Part Time	Started Program:      /      /		Expected Date of Completion:      /      /
		MONTH	YEAR	MONTH             YEAR
Project Route	Thesis Route	Name of Thesis Supervisor(s) or Project Instructor		
Date Form Updated and Submitted:				/      /
		DAY	MONTH	YEAR

**B. COURSEWORK COMPLETED**

Year	Semester			Course Name and Number	Grade
	SEPT-DEC	JAN-APR	MAY-AUG		

**C. GRADUATE ASSISTANTSHIP ACTIVITIES** Please include research assistant roles, teaching assistant roles, guest lectures, and activities to improve teaching.

Year	Semester			Role (e.g. RA, TA, Lecturer, Participant)	Activities or Duties
	SEPT-DEC	JAN-APR	MAY-AUG		

**C. GRADUATE ASSISTANTSHIP ACTIVITIES** Please include research assistant roles, teaching assistant roles, guest lectures, and activities to improve teaching.


**D. AWARDS AND SCHOLARSHIPS** Awards currently and previously held during the program.

Granting Agency	Award Name	Amount	Term of Award / Year Granted

**E. RESEARCH AND PUBLICATION ACTIVITIES** Please indicate research and publication activities in APA referencing format, in reverse chronological order.

**F. OTHER ACTIVITIES** Please list committee work, memberships, community responsibilities, etc. in reverse chronological order.

G. PLAN FOR UPCOMING YEAR				
Courses, projects, or goals for next 12 months (proposal development, project development, ethics submission, data collection, thesis drafts, etc.).				
Year	Semester			Courses, projects or goals
	SEPT-DEC	JAN-APR	MAY-AUG	

**H. BRIEF SUMMARY OF PROPOSED RESEARCH OR PROJECT**

**I. REQUEST FOR LOA** Complete only if LOA is requested.

LOA requested from _____ to _____ SEMESTER-YYYY SEMESTER-YYYY	If LOA requested, rationale for request, including a time line for program completion.
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**J. REQUEST FOR PROGRAM EXTENSION** Complete only if program extension is requested.

Is this a 1 <sup>st</sup> , 2 <sup>nd</sup> , or 3 <sup>rd</sup> request?    1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup> Other	If program extension requested, rationale for request, including a time line for program completion.
Original deadline for program completion:	
Extension length requested from _____ to _____ SEMESTER-YYYY SEMESTER-YYYY	

**K. STUDENT SIGNATURE**

SIGNATURE	DATE	
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**Please save and then send your completed form to the MN Student Advisor and copied (cc) to the MN program chair.**

**The following section is to be completed by the thesis supervisor, project instructor, or MN Program chair, after consultation with the student.**

**L. RECOMMENDATION OF STANDING IN THE PROGRAM**

Work is satisfactory: continuation recommended Certain aspects of work need improvement: continuation recommended Certain aspects of work need improvement: probation recommended Work is unsatisfactory: withdrawal from program recommended	Explanation for the basis of the recommendation of standing in the program, including performance and work completed (e.g. courses, grades, probationary work, research work completed).
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**M. FACULTY SIGNATURES**

SIGNATURE	DATE	Thesis supervisor	Project course instructor	MN Program chair
SIGNATURE	DATE	Thesis supervisor	Project course instructor	MN Program chair