

**Michigan State University
Annual Progress Report for Plan A Master's Students**

Name _____ Student PID Number _____

Portion Completed by the Student

Academic Progress

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

Date of entrance into program* _____ Expected completion date _____

Most recent contact with the guidance committee/academic advisor: _____

Date or expected date of thesis proposal approval _____

Date or expected date of thesis defense _____

Current GPA: _____ Number of credits below 3.0: _____

Remaining required courses:

Professional Performance and Potential

The student should attach the following information:

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

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

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.

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

Name _____ Student PID Number _____

Portion Completed by the Major Professor

Academic Performance

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.

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 _____

Dept/School Chair/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.

****Note:** Departments/Units may choose to use this form for annual or academic year evaluations.