

**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 \_\_\_\_\_

\*If admitted under provisional status, date provisional status removed: \_\_\_\_\_

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.

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.