**REMOTE: Thesis Advisory Committee (TAC) Report**

**PART [A]: Academic Update** - To be completed by the student and submitted to the committee prior to the meeting.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Supervisor(s): |  |
| Student Number: |  | Committee Meeting Number: |  |
| Date of Committee Meeting: |  | Date of Previous Meeting: |  |

*\* Students must have at least one meeting per annum. If it has been over 12 months since the previous meeting, an explanation must be provided:*

Program (MSc, PhD, Direct Entry PhD): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program Start Date (mm/yyyy): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Transfer to PhD (if applicable) (mm/yyyy): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Was a research report and the previous TAC report submitted to committee members at least 5 days prior to the meeting: **YES/NO**

Note: The research report should be a maximum of 3 single-spaced pages (not including title page, figures, and references) plus a maximum of 2 pages of figures.

|  |  |
| --- | --- |
| Thesis Title: |  |

Coursework and Grades:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Course: |  | Grade: |  | Course: |  | Grade: |  |
| Course: |  | Grade: |  | Course: |  | Grade: |  |
| Course: |  | Grade: |  | Course: |  | Grade: |  |

List of Research Accomplishments (e.g., published articles, conference abstracts and presentations):

List of Awards:

Has the GEMS Agreement been Completed: **YES/NO**

\* All students must have an approved GEMS agreement each academic year. Without an approved, current GEMS agreement, a student will be ineligible for awards and scholarships.

**PART [B]:** **Research Update** - To be completed by the Committee Chair

*\*Student may be asked to leave the room during the evaluation process at the discretion of the committee.*

Experimental and Other Recommendations (e.g., needs to improve on general or specific knowledge, work ethic, independence, critical analysis):

General Evaluation (Highlight or underline one per category):

|  |  |  |  |
| --- | --- | --- | --- |
| Knowledge:  | Exceeds Expectations | Meets Expectations | Unsatisfactory  |
| Laboratory Skills: | Exceeds Expectations  | Meets Expectations | Unsatisfactory |
| Motivation/Industriousness | Exceeds Expectations | Meets Expectations | Unsatisfactory |

Overall Performance (Highlight or underline One): Satisfactory / Unsatisfactory

*Note: An ‘Unsatisfactory’ performance rating will necessitate another meeting within the next 4 months and indicate that the student is NOT in good standing. Two consecutive ‘Unsatisfactory’ ratings will justify dismissal from the program.*

If performance was deemed unsatisfactory, indicate the required progress for the next TAC meeting:

Have the concerns or suggestions from previous meeting(s) been addressed? Highlight One: YES / NO / N/A

If NO, describe:

The student has permission to write (Highlight One): Transfer Proposal / MSc Thesis / PhD Thesis / NA

Projected Date of next TAC meeting, Transfer Exam or Thesis Defence (mm/yyyy): \_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Name |  | Department |  | Initials If Present |
| Committee Chair: |  |  |  |  |  |
| Supervisor: |  |  |  |  |  |
| Co-Supervisor: |  |  |  |  |  |
| Member 1: |  |  |  |  |  |
| Member 2: |  |  |  |  |  |
| Member 3: |  |  |  |  |  |

Student’s Signature: Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the student indicates that the student has read and understands this TAC report. If the student wants to comment on the report, s/he may submit a written response using this [link](https://lmp.forms-db.com/view.php?id=48432). The student may indicate whether the comments should be distributed to the committee or to the Graduate Coordinators only. The student must submit an electronic copy of the TAC report to the Graduate Office (lmp.grad@utoronto.ca), keeping a copy for future meetings.