Student Guidelines for Submission of Progress Reports

1. A report should be submitted once a year (as per the date written in the "change of status letter" after the Thesis proposal exam) each year until your completed and approved Thesis has been submitted to the Kreitman School.

2. The front page of the report should include: the research topic, the academic unit in which the research is taking place and the period covered by the report.

3. The report should include information on: research progress, scientific publications and active participation in scientific conferences during the year covered by the report.

4. The final report, before submission of the Thesis, should also include a summary of all your achievements accomplished during the Ph.D. research process.

5. Reports should not exceed five pages.

6. In addition to each report, please attach a ca.50-word abstract detailing your main activities of past year, emphasizing what you did to promote your research.

7. Be advised that delays in submitting your reports may affect your scholarship and/or the continuation of your studies.

8. Progress Reports must be approved by your Advisor and the Head of the Departmental Committee. Once approved, they should be submitted to the Kreitman School and to accompanying committee along with the "accompanying committee evaluation form".

Links:
Progress report form
"Accompanying committee evaluation form".