

**Michigan State University – School of Packaging
Annual Progress Report for Plan B Master's Students**

Name: _____ Student PID#: _____

Portion Completed by the Student

Academic Progress

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

Semester of entrance into program: * _____

Anticipated completion semester: _____

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

Date/Anticipated date of certifying exam or evaluation: _____

Are all program requirements completed? ___ Yes ___ No

If no, what requirements remain?

Most recent contact with the Academic Advisor/Guidance Committee: _____

Current GPA: _____ Number of credits below 3.0: _____

Professional Performance and Potential

The student should **attach** the following information:

1. Professional goal statement for the year (noting both academic and career goals)
2. Goal statement for the next year
3. Vitae including:
 - Presentations at professional conferences or meetings
 - Service to the department/school/college, if any
 - Any publications for lay or professional audiences
 - Participation with faculty on research projects or similar endeavors
 - Participation with faculty on community projects, workshops, or other outreach efforts
4. Other

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

Attach: 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#: _____

Portion Completed by the Academic Advisor/Program Director

Academic Performance

The major professor should complete the following information:

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.

Academic Performance Comments:

(Attach additional pages if necessary)

Name: _____ Student PID#: _____

Signatures

Annual Progress Report

Student

Your signature below indicates that you have discussed the contents of this progress report with your academic advisor/program director.

Student: _____ Date: _____

Academic Advisor/Program Director

Your signature below indicates that you have discussed the contents of this progress report with the student.

Academic Advisor/Program Director: _____ Date: _____

School of Packaging

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.