

NSERC CREATE  
SUSTAINABLE BUILDING SCIENCE PROGRAM

# Annual Progress Report Form

This form is to be completed by student and reviewed and signed by supervisor. Please submit report to the SBSP Office.

DATE   2 0   
MONTH DAY YEAR

NAME     
FAMILY NAME MIDDLE GIVEN

### DEGREE PROGRAM

CHECK ONE.

MSc.    MASc.    PhD.  
 MEng.    MA    PDF

START MONTH & YEAR

2 0

### SBSP FUNDING PERIOD(S)

INDICATE START AND END FOR ALL FUNDING PERIODS IN REVERSE CHRONOLOGICAL ORDER.

PERIOD 1  2 0  —  2 0   
MONTH YEAR MONTH YEAR

PERIOD 2  2 0  —  2 0   
MONTH YEAR MONTH YEAR

### SIGNATURES

THE SIGNATURES DENOTE A THOROUGH REVIEW OF THE FORM CONTENT.

**STUDENT**

SIGNATURE

**SUPERVISOR**

SIGNATURE

DATE    
MONTH DAY

MONTH DAY

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# A. PROGRESS IN THE PAST ACADEMIC YEAR

## 1. COURSES

LIST ANY COURSES YOU TOOK THIS YEAR. INDICATE COURSE NUMBERS AND NAMES. PROVIDE ADDITIONAL REMARKS IF YOU WOULD HIGHLY RECOMMEND THIS COURSE TO OTHER SBSP STUDENTS AND WHY.

## 2. MANDATORY PROGRAM REQUIREMENTS COMPLETED

PROVIDE DATES FOR ANY OF THE MANDATORY PROGRAM REQUIREMENTS COMPLETED THUS FAR.

### REQUIREMENT

### DATE

SBSP TOPICS COURSE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2	0	<input type="text"/>	<input type="text"/>
MONTH		DAY		YEAR			

SBSP PROJECT COURSE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2	0	<input type="text"/>	<input type="text"/>
MONTH		DAY		YEAR			

PRESENTATION IN STUDENT SEMINAR SERIES

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2	0	<input type="text"/>	<input type="text"/>
MONTH		DAY		YEAR			

PRESENTATION SKILLS COURSE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2	0	<input type="text"/>	<input type="text"/>
MONTH		DAY		YEAR			

PROJECT MANAGEMENT COURSE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2	0	<input type="text"/>	<input type="text"/>
MONTH		DAY		YEAR			

INTERNAL INTERNSHIP/EXCHANGE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2	0	<input type="text"/>	<input type="text"/>
MONTH		DAY		YEAR			

# A. PROGRESS IN THE PAST ACADEMIC YEAR

## 3. BRIEF UPDATE ON THESIS/DISSERTATION

INCLUDE THESIS TITLE/TOPIC, ABSTRACT OR SUMMARY OF THESIS (NO MORE THAN ONE PAGE IN LENGTH), COMPREHENSIVE EXAMINATION, PROPOSAL DEFENCE, AND THESIS DEFENCE. PROVIDE DATES.

## A. PROGRESS IN THE PAST ACADEMIC YEAR

### 3. PRESENTATIONS, JOURNAL ARTICLES, ETC., DURING YOUR PARTICIPATION IN CREATE–AAP

ATTACH ADDITIONAL PAGE(S) IF NECESSARY. PLEASE DO NOT REPEAT PUBLICATION LISTINGS.

#### a. PEER-REVIEWED PUBLICATIONS

INDICATE IF THEY ARE SUBMITTED, ACCEPTED, AND/OR IN PRESS. STATE YOUR PERCENT CONTRIBUTION FOR EACH.

#### b. HOW MANY OF THE ABOVE WERE PUBLISHED IN ONE OF THE TOP FIVE JOURNALS IN YOUR AREA OF DISCIPLINE?

NUMBER

#### c. CONFERENCE PRESENTATIONS

INDICATE IF THE ABSTRACT OR CONFERENCE PROCEEDING HAS BEEN PUBLISHED. STATE YOUR PERCENT CONTRIBUTION FOR EACH.

# A. PROGRESS IN THE PAST ACADEMIC YEAR

4. COMMENTS ABOUT PROGRESS, INCLUDING OTHER RELEVANT ACTIVITIES  
ATTACH ADDITIONAL PAGES IF NECESSARY.

5. IF YOU HAVE JUST COMPLETED YOUR GRADUATE DEGREE, PLEASE ATTACH A THESIS ABSTRACT (NO LONGER THAN ONE PAGE) AND YOUR THOUGHTS ON HOW YOUR THESIS FULFILLED SBSP OBJECTIVES.

# A. PROGRESS IN THE PAST ACADEMIC YEAR

## 6. INTERNSHIP

CHECK ONE AND ADD APPROPRIATE DATE INFORMATION.

COMPLETED

DATE 

				2	0		
MONTH		DAY		YEAR			

EVALUATION

SUBMISSION DATE 

				2	0		
MONTH		DAY		YEAR			

IN PROGRESS

START DATE 

				2	0		
MONTH		DAY		YEAR			

FUTURE

PLANNED START DATE 

				2	0		
MONTH		DAY		YEAR			

IF COMPLETED OR IN PROGRESS, INDICATE THE AGENCY/COMPANY, SITE SUPERVISOR, FACULTY SUPERVISOR, AND A BRIEF PROJECT DESCRIPTION.

## B. PERSONAL GOALS FOR THE NEXT ACADEMIC YEAR

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### 1. LISTING OF PERSONAL GOALS

EXAMPLES INCLUDE: COMPLETE COMPREHENSIVE EXAM, HAVE THESIS PROPOSAL APPROVED, SUBMIT GRANT PROPOSAL, PRESENT AT A CONFERENCE, SUBMIT AN ARTICLE FOR PUBLICATION, ETC.

# C. FINANCIAL SUPPORT

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## 1. APPLICATIONS FOR ALTERNATIVE FUNDING BY STUDENT AND/OR SUPERVISOR

EXAMPLES INCLUDE: OPERATING GRANTS OR SCHOLARSHIPS, CIHR, NSERC, MICHAEL SMITH, UGF, ETC.

**1** FUNDING AGENCY

AWARDED AMOUNT

NOT AWARDED  NO DECISION YET

DATE APPLIED   2 0   
MONTH DAY YEAR

FUNDING PERIOD  2 0  —  2 0   
MONTH YEAR MONTH YEAR

**2** FUNDING AGENCY

AWARDED AMOUNT

NOT AWARDED  NO DECISION YET

DATE APPLIED   2 0   
MONTH DAY YEAR

FUNDING PERIOD  2 0  —  2 0   
MONTH YEAR MONTH YEAR

**3** FUNDING AGENCY

AWARDED AMOUNT

NOT AWARDED  NO DECISION YET

DATE APPLIED   2 0   
MONTH DAY YEAR

FUNDING PERIOD  2 0  —  2 0   
MONTH YEAR MONTH YEAR



# C. FINANCIAL SUPPORT

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## 2. OTHER AWARDS AND/OR SOURCES OF FUNDING AND PRIZES

LIST ALL SOURCES OF UNIVERSITY-RELATED INCOME.

1	SOURCE	<input type="text"/>											
	AWARDED AMOUNT	<input type="text"/>											
	DATE AWARDED	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>						
		MONTH	DAY	YEAR									
	FUNDING PERIOD	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	—	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
		MONTH	YEAR				MONTH	YEAR					

2	SOURCE	<input type="text"/>											
	AWARDED AMOUNT	<input type="text"/>											
	DATE AWARDED	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>						
		MONTH	DAY	YEAR									
	FUNDING PERIOD	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	—	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
		MONTH	YEAR				MONTH	YEAR					

3	SOURCE	<input type="text"/>											
	AWARDED AMOUNT	<input type="text"/>											
	DATE AWARDED	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>						
		MONTH	DAY	YEAR									
	FUNDING PERIOD	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	—	<input type="text"/> <input type="text"/>	2	0	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
		MONTH	YEAR				MONTH	YEAR					

# C. FINANCIAL SUPPORT

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## 3. RESEARCH ASSISTANTSHIPS, TEACHING ASSISTANTSHIPS

E.G., UNDERGRADUATE COURSE DEVELOPMENT.

1 DESCRIPTION

RESEARCH ASSISTANTSHIP

TEACHING ASSISTANTSHIP

DEPARTMENT

PERIOD HELD   2 0   —   2 0    
MONTH YEAR MONTH YEAR

2 DESCRIPTION

RESEARCH ASSISTANTSHIP

TEACHING ASSISTANTSHIP

DEPARTMENT

PERIOD HELD   2 0   —   2 0    
MONTH YEAR MONTH YEAR

3 DESCRIPTION

RESEARCH ASSISTANTSHIP

TEACHING ASSISTANTSHIP

DEPARTMENT

PERIOD HELD   2 0   —   2 0    
MONTH YEAR MONTH YEAR

## **D. COMMENTS FROM SUPERVISOR**

### **1. COMMENTS**

E.G., WAS THE PROJECT TIMELINE REASONABLE? PROVIDE SOME BACKGROUND ON THE STUDENT'S PROGRESS.