

**Civil and Environmental Engineering**  
University of Nebraska-Lincoln  
**Annual Progress Report for Master's Students – Due 1 week after the Spring semester**

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Student's Name \_\_\_\_\_ Academic Advisor \_\_\_\_\_

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Portion Completed by the Student

**Academic Progress**

*A copy of your unofficial transcript and your memorandum of courses should be attached to this report.*

Date of entrance into program\* \_\_\_\_\_ Expected completion date \_\_\_\_\_

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

Date of most recent contact with your academic advisor \_\_\_\_\_

- Option A (thesis option)  
 Option B (non-thesis option)

For Option I students:

Month & year or expected month & year of thesis proposal approval, if applicable \_\_\_\_\_  
Month & year or expected month & year of thesis defense \_\_\_\_\_

For Option II and III students:

Month & year or expected month & year of comprehensive exam \_\_\_\_\_

Current GPA \_\_\_\_\_ Number of credits with a grade of B- or lower \_\_\_\_\_

**Professional Performance and Potential**

student should prepare and attach the following information:

1. Current year's professional goal statement noting both academic and career goals
2. Next year's professional goal statement noting both academic and career goals
3. Resume/Vitae which may include the following
  - a. Education background
  - b. Employment background
  - c. Papers published or submitted
  - d. Presentations at professional conferences
  - e. Other relevant information

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.

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Student's Name \_\_\_\_\_ Academic Advisor \_\_\_\_\_

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Portion Completed by the Academic Advisor  
**Academic Progress**

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 assistant experiences, if applicable (if the student served as a GTA for another faculty member, that faculty member's input on GTA performance should be included. Attach this year's departmental GTA review forms.)
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**Student** Your signature below indicates that you have discussed the contents of this progress report with your academic advisor.

Student \_\_\_\_\_ Date \_\_\_\_\_

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

Academic Advisor \_\_\_\_\_ Date \_\_\_\_\_

**Graduate Chair** Your signature below indicates that you have received this progress report and have asked for it to be filed in the student's file.

Graduate Chair \_\_\_\_\_ Date \_\_\_\_\_

When the academic advisor and student have reviewed and signed this progress report and submitted it to the Graduate Chair, copies of the report must be given to the student and academic advisor. The original progress report must be placed in the student's file in the departmental office. Students have the option to discuss any part of the academic advisor's evaluation with the department graduate committee.