



**PART I. OFFER RENEWAL FOR GRADUATE ASSISTANT**



STUDENT'S NAME				PI ID NO./ HR REF. NO.	
PROGRAM	<input type="checkbox"/> AC <input type="checkbox"/> CE <input type="checkbox"/> EE <input type="checkbox"/> HSE <input type="checkbox"/> ME <input type="checkbox"/> PE <input type="checkbox"/> PGSc			ADVISOR	
DEGREE	<input type="checkbox"/> Master of Engineering (M.En g.)		CGPA (if applicable)	DEGREE STARTING DATE	END DATE OF CURRENT OFFER
	<input type="checkbox"/> Master of Science (M.Sc.)				
	<input type="checkbox"/> PhD				
CURRENT POSITION	<input type="checkbox"/> FGR/TA (Fellowship Graduate Research/Teaching Assistant) <input type="checkbox"/> GR/TA (Graduate Research/Teaching Assistant) <input type="checkbox"/> VGR/TA (Visiting Graduate Research/Teaching Assistant)			NEW POSITION	<input type="checkbox"/> FGR/TA <input type="checkbox"/> GR/TA <input type="checkbox"/> VGR/TA <input type="checkbox"/> No Change
RENEWAL OF OFFER	<input type="checkbox"/> YES (Please highlight major achievements below.) Renewal Duration: From _____ To _____ <input type="checkbox"/> NO (Please explain the reason below.)				

RECOMMENDATIONS/JUSTIFICATIONS (Please attach Part II & Part III):

Advisor		Department Chair	
Signature:	Date :	Signature:	Date :

**FOR THE DEAN OF GRADUATE SCHOOL**

<input type="checkbox"/> Approved  <input type="checkbox"/> Not Approved  <input type="checkbox"/> On Hold	Signature:	Date :
Comments :		

Please turn over for **Part II. Course/Service Progress Report**





PART III. RESEARCH/PROJECT PROGRESS REPORT



<b>PERIOD COVERED</b>	From:	To:
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<p><b>FORMAT REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Single spaced</li> <li>• Font type: Arial</li> <li>• Font size: 11 pts</li> </ul>	<p><b>CONTENT REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Literature review</li> <li>• Methodology used</li> <li>• Preliminary results (if any)</li> <li>• Planned/remaining work</li> </ul>
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**REPORT**