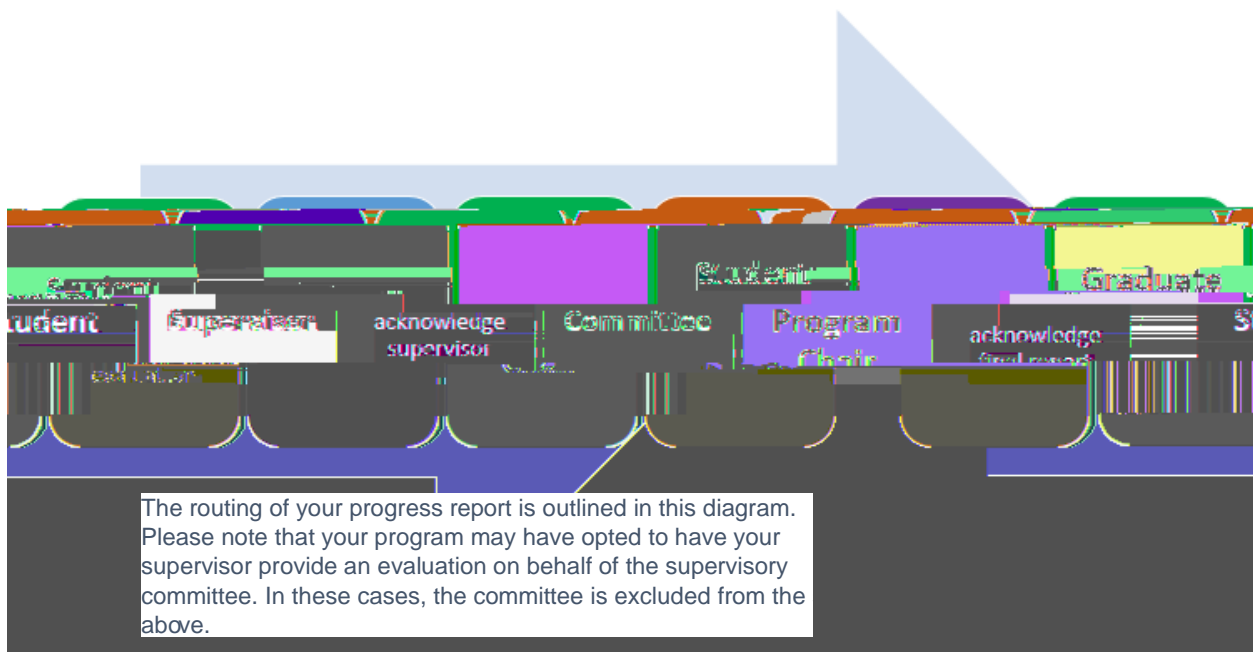# Graduate Progress Report
Student Resources

About the Graduate Progress Report

All students in a research based program must have their progress reported on once a year in accordance with [Graduate General Regulation 1.8.1](). The Graduate Progress Report (GPR) in goSFU is a collaborative report that allows you to reflect on your progress and plan for the next year.

You will receive an email when your Graduate Progress Report is available. Upon submission, your report will route to your supervisor for review and addition of their evaluation. The report will route back to you for final acknowledgement after the Graduate Program Chair has completed the final step of the report. You will receive an email notification when your GPR requires action.

The routing of your progress report is outlined in this diagram. Please note that your program may have opted to have your supervisor provide an evaluation on behalf of the supervisory committee. In these cases, the committee is excluded from the above.

How to access your Graduate Progress Report

1. Log-in to your Student Service Center at

You are not expected to enter information in every section – only those that are applicable or relevant to your program.

Frequently asked questions:

1) I submitted my progress report but   I want to add additional information. Everything is greyed out, how do I make changes?
   Your progress report is locked after you have submitted it. Your report will need to be routed back to you to allow for changes. Please contact your Graduate Program Assistant to request that your report be re-opened. Your progress report cannot be re-opened if it has progressed through all of the steps and is in 'Complete' status.

2) There is out of date information on my GPR. How can I fix this?
   Occasionally there is out of date information in the Personal Information section (e.g. Citizenship/Visa Status) or Academic Information section (e.g. Highest Degree). We can correct this and update your report. Please send an email to gpr@sfu.ca and include your Student ID number.

3) Bhave been on leave. Do I need to complete a graduate progress report?