The purpose of this review is to provide an opportunity for PhD students to discuss and document the work that has been undertaken by them in the period under review and to set the goals for the next review period.

The three main objectives of the progress review are:

1. To encourage discussion between the candidate and their supervisor(s), in particular, and Advisory Committee, if need be, regarding the student’s achievements during the review period
2. To monitor the progress and identify problems (if any)
3. To enable the timely completion of the thesis

The student needs to complete section 1 & section 2.

At the meeting, sections 3 and 4 will be filled in by student in consultation with the supervisor in the progress review meeting. The section 5 & section 6 will be filled in by the supervisor & HoD respectively.

The complete form with all attachments must be submitted to the DCE and Academic Section within 2 weeks of Result Notification by the department.
SECTION 1: SCHOLAR DETAILS

(To be filled by the scholar)

Registration No: ___________________ Name of Student: ___________________

Enrolment Year: _________________ Expected Date of Completion: ___________

Area of specialization: _______________

Topic/Broad Area: ______________________

Review Semester: ___________ CGPA: ___________ SGPA: ___________

Contact No: ___________________ Email: _________________________________

Contact Address: _______________________

Supervisor Name: ________________ Date of progress review meeting: __________

SECTION 2: SCHOLAR ACADEMIC DETAILS

(To be filled by the scholar)

Status of Course Work: Course work completed with Credit Hours and Grade

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Status of Comprehensive Examination: __________________________________________
(If applicable)

Status of Synopsis: _________________________________________________________
(If applicable)
SECTION 3: SCHOLAR’S PROGRESS IN LAST SIX MONTHS

(To be filled by the scholar in consultation with Supervisor)

Please comment on progress of research project/ thesis undertaken during the past semester (e.g. course work, research proposal, literature review, data collection, thesis chapter, presented a paper in conference, participated in invited talks, given a seminar, or have attended a training etc.)

Please comment on any areas where problems or difficulties arose.
SECTION 4: SCHOLAR’S PLAN IN NEXT SIX MONTHS/SEMESTER

(To be filled by the scholar in consultation with Supervisor)

Please give a detailed account of your plan/goals for next six months (e.g. completing your course work, research proposal, literature review, data collection, thesis chapter, writing a conference or journal paper, give a seminar, plan on attending a training etc).
SECTION 5: SUPERVISOR’S COMMENTS
(To be filled by Supervisor)

Comprehensive remarks: Supervisor should comment on the student’s performance in the last semester (e.g. student meet the agreed objectives set at the beginning of the review period, overall if the student has made satisfactory performance or not, difficulties and problems discussed with the student, and the action taken or the advice given).

SECTION 6: HOD’S COMMENTS

Signature of Student: ________________________________ Dated: ____________

Signature of Supervisor: ________________________________ Dated: ____________

Signature of Graduate Coordinator: ___________________________ Dated: ____________

Signature of HoD: ________________________________ Dated: ____________