

Goldsmiths, University of London
ANNUAL PROGRESS REPORT FORM 2010-2011

Department:					
Name of student:		Student Number:			
Main supervisor:					
Second supervisor:					
Registration status:	MPhil <input type="checkbox"/>	Mode:	Part Time <input type="checkbox"/>	Year of Study:	<input type="text"/>
	PhD <input type="checkbox"/>		Full Time <input type="checkbox"/>		
Estimated Date of Completion:					

1. FOR COMPLETION BY THE STUDENT

How would you rate your research progress this year?

- Excellent – ahead of expected schedule as agreed between supervisor and student
- Satisfactory – on schedule as agreed between supervisor and student
- Some cause for concern – delayed from schedule, but progress can be made
- Unsatisfactory – progress well behind expected schedule

Please justify this assessment (including review of progress on PhD, research training and professional development) and add any further comments (use additional sheet if necessary):

Please note further research training needs and professional development requirements (i.e. transferable skills, publication presentation, employment training).

TRAINING COURSES ATTENDED/COMPLETED DURING THIS YEAR:

Signed (student): _____

Date: _____

If you have any comments you do not wish to put on the form, you may raise them initially with the Chair of your Departmental Postgraduate Committee)

2. FOR COMPLETION BY THE SUPERVISORS

Please confirm that the main supervisor has regular meetings with the student and that you keep a short dated log, or record, of formal meetings with him/her:

YES

NO

If not, please say why:

Date of last meeting with student:

Student has presented research to a non-specialist audience

YES

NO

If not, please indicate when this is scheduled to take place:

How would you rate the student's research progress this year?

Excellent – ahead of expected schedule as agreed between supervisor and student

Satisfactory – on schedule as agreed between supervisor and student

Some cause for concern – delayed from schedule, but progress can be made

Unsatisfactory – progress well behind expected schedule

Please justify this assessment (including review of progress on PhD, research training and professional development) and add any further comments (use additional sheet if necessary):

Please note further research training needs and professional development requirements (i.e. transferable skills, publication presentation, employment training).

Signed (main supervisor):

Date:

Signed (second supervisor):

Date:

3. FOR COMPLETION BY THE DEPARTMENTAL POSTGRADUATE COMMITTEE

Is there a reasonable match between student's and supervisor's comments?

YES

NO

If No, please comment on what action is being taken concerning this:

How does the Departmental Postgraduate Committee regard the student's progress?

Satisfactory or better

Some Cause for concern

Unsatisfactory

(if this decision is not in accordance with the supervisor's recommendation, please explain further)

Any additional comments on student's progress:

Recommendation for action:

Satisfactory or better progress – no further action until next progress report is due

Cause for concern – request revised schedule from student and supervisor to bring student back on target

Unsatisfactory progress – subject to agreement by the Graduate School, the student will be placed on Probation Status. Clear goals must be set for the student, which should be notified to the Graduate School, and a **Probation Review Form** completed within three months for ft students or 6 months for pt students to demonstrate that problems have been resolved.

Signature of Chair of Departmental Postgraduate Committee:

Date:

To be returned to Graduate School Office by 30 June 2011, with copies to the supervisors and student