

DOC Research Student Progress Report

Please, answer ALL questions (do not just use single word answers). Return to PhD secretary

Part I: to be discussed with supervisors and filled in by student

Name of Research Student::	
First Supervisor:	
Second Supervisor	

Registration details – please fill in as applicable

Date of initial registration	
Initial Registration Full-time or Part-time? (select)	Full-time Part-time

Full-Time Registration

From	To	Number of months full time
SUM of months full-time		

Part-Time Registration

From	To	Number of months part time
B: SUM of months part-time		

Study Leave

From	To	Number of weeks on leave
C: SUM of weeks study-leave translated to months		
Number of months since initial registration (ie $A + B/2 - C$ if C overlaps with A and B, $A+B/2$ otherwise)		
Date at which you will have reached 48 th month since initial registration		

Project title/Research topic

For **3 Month reports** do 2-3 pages covering:

1. **Assessment of Old Plans:** your plans as at the previous report date, and compare with progress so far
2. **Achievements:** your main achievements; these can be any of the following
 - understanding new concepts or techniques,
 - new ideas,
 - software written, papers written,
 - courses taken,
 - papers accepted at conference/workshop,
 - conferences/workshops attended,
 - literature reviews,
 - supervision of project student(s),
 - main papers read,
 - courses-tutorials taught,
 - collaboration with other PhD student(s) or RAs,
 - any others
3. **Contacts:** within IC, and outside IC
4. **New Plans:** your main objectives for the next 12 months

For **1st year Milestone Report** (aka 9-month) do 15-30 pages on:

Motivation, Background Research/State of the Art Survey, Preliminary proofs/experiments and results/discussions/conclusions, detailed plan to MPhil Transfer stage, general plan for completion with schedule.

*Please, type the extra sheets, and keep a copy, as you will need to refer to it at the next review.
Please show extra sheets to supervisors and get their signatures.*

Part II: to be discussed with student and filled in by supervisors

Likelihood that student will have submitted thesis by 48th month of registration (please select)	5%	25%	50%	75%	95%
Specific risks which may affect the particular student's submission					
Actions taken to avoid the risks					
Strengths of particular student					
Other suggestions for improvement					

Please, attach the extra sheets, signed by the Supervisors.

First Supervisor Signature and Date	
Second Supervisor Signature and Date	

Further matters You can raise further matters with the Postgraduate Tutors or Director of Research; these will be kept confidential if required.

Would you like to have an appointment?

YES / NO

Student Signature and Date	
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