

Research Degree Student Review

Annual Review Form

- ✓ The original form should be filed in the Department, together with the training log.
- ✓ Copy should be given to the student.

Part 1 – Enrolment Details

| | |
|--|---------------------------|
| Department: | |
| Student name: | Student ID: |
| Date of initial enrolment: | Expected submission date: |
| Degree for which registered at outset of review (circle as appropriate): MPhil / PhD | Date of Annual Review |

Part 2 – Details of Student Work

| |
|----------------------------|
| Working thesis title: |
| Description of submission: |

Part 3 – Generic Skills Training

| |
|---|
| Please attach a copy of the Generic Student Training Log for the past year. |
|---|

Part 4 – Record of Supervisory Meetings

| |
|--|
| Please attach a copy of the Supervisory Meeting Log for the past year. |
|--|

Part 5 – Outcome of Annual Review

Please tick one of the following boxes:

- The student has made satisfactory progress.
- The student has made adequate progress, save for minor concerns in one or more areas.
- The student has not made adequate progress. It is recommended that a further review should be conducted within _____ months and that the Department/ School should consider whether to issue a formal warning.

The student has completed the required 5 days (10 days in the case of RCUK-funded students) of research skills training (please circle as appropriate):

Yes

No

| |
|--|
| REASONS FOR ASSESSMENT (f progress is not satisfactory): |
| RECOMMENDED ACTION: |

Part 6 – Constitution of Panel and Signatures

| NAMES | SIGNATURES |
|--|------------|
| Student: | |
| Supervisor 1: | |
| Supervisor 2: | |
| Adviser: | |
| Director of Graduate Studies/ Independent staff member | |

Part 7 – Consideration of Review Outcome by PG Committee / Research Committee

Date of consideration:

Action to be taken:

Signature of HoD/ DoGs:

Part 8 – Student's Comments on Annual Review