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| **UNIVERSITY OF ABERDEEN**  **LIFE SCIENCES & MEDICINE**  **Monitoring Research Student Progress**  **First Year Assessment & Progression Form** | UoA_Primary_Logo_RGB |

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| This form is used to record the assessment of a research student towards the end of the first year of research and the recommendation of the academic assessors regarding progression into the second year of research. Assessment is completed via a research presentation, a written report and a *viva voce* examination.  Part 1 should be completed by the student and a printed copy submitted with their report as directed by the Postgraduate Research School.  Part 2 should be used by academic staff to document the outcome of the assessment. All sections must be completed by the end of the ninth month of research.  Part 3 should only be used if reassessment of the student is required. |

## Part 1 - Student Details

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| --- | --- | --- |
| **Name:** | |  |
|  | |  |
| **Student ID Number:** | |  |
|  | |  |
| **Supervisors:** | **Lead:** |  |
|  | **Other:** |  |
|  | |  |
| **School:** | |  |
|  | |  |
| **Date of initial registration:** | |  |
|  | |  |
| **Degree (full-time or part-time):** | |  |
|  | |  |
| **Title of project:** | |  |
|  | |  |
| **Date of submission of first year report:** | |  |

**For Postgraduate Research School Use**

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| Date Report Received: |  |
|  |  |
| Date Passed to Assessors: |  |

## Part 2a – Oral Presentation

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| Date of presentation: |

Summarise the student’s performance with regard to their oral presentation:

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## Part 2b – Report and Viva

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| Date of viva: |

Has the student developed an understanding of their research problem? YES / NO

Is the student familiar with the literature relevant to their research topic and the wider

research area, and can they indicate its significance? YES / NO

Has the student demonstrated an ability to critically appraise research problems? YES / NO

Does the student display a satisfactory level of competence in English? YES / NO

Does the student have a realistic research plan aiming towards completion within

the period of supervised study? YES / NO

Does the student have the capability and skills required to carry out this research? YES / NO

Are there areas of concern that need to be addressed by the supervisor(s) YES / NO

Please comment on the report (*include detailed commentary of any areas of concern*):

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|  |

General comments on the performance of the student in the viva:

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Comments addressed to the supervisor:

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**Part 2c – Training**

Has the student successfully completed discipline specific and generic research  
training as agreed with the supervision team? YES / NO

Supporting evidence:

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|  |

## Part 2d – Recommendation

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| --- | --- |
| SATISFACTORY: Recommend progression into the 2nd Year of the PhD |  |
|  |  |
| UNSATISFACTORY: Recommend reassessment |  |
| Specify date by which reassessment is to occur: |  |

**If the outcome of the assessment is unsatisfactory the student must be given a programme of work to be completed within two months, at which time the student must be reassessed and a final recommendation made, subject to approval by the Head of School.**

Details of the programme of work (*to be agreed between supervisory team and assessors*):

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Confirm that the above programme has been agreed with the supervisor. YES/NO

## Part 2e - Signatures

|  |  |  |  |
| --- | --- | --- | --- |
| Examiner: |  | Date: |  |
|  |  |  |  |
| Advisor: |  | Date: |  |
|  |  |  |  |

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| Notify student |  |  | Notify supervisor |  |  | Notify Head of School/School PG Co-ordinator |  |  |

## Part 3 - Reassessment

Has the student successfully completed the programme of work? YES / NO

Have the areas of concern identified in the initial assessment been addressed? YES / NO

Has the view of the supervisory team been sought? YES / NO

Supporting comments:

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| --- |
|  |

**Recommendation:**

|  |  |
| --- | --- |
| Progression to 2nd year of the PhD: |  |
| Submit for MSc\*: |  |
| Withdraw from studies\*: |  |

**\* If the recommendation is for non-progression then the case must be referred to a Postgraduate Progress Committee convened by the relevant Head of School for final decision.**

## Signatures:

|  |  |  |  |
| --- | --- | --- | --- |
| Examiner: |  | Date: |  |
| Advisor: |  | Date: |  |
| Head of School: |  | Date: |  |

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| Notify student |  |  | Notify supervisor |  |  | Notify Postgraduate Registry |  |  |