# UoA_Primary_Logo_RGB

# UNIVERSITY OF ABERDEEN

# PHYSICAL SCIENCES

**Monitoring Research Student Progress Thesis Completion Form (Form B)**

Part 2 of this form should be completed by the lead supervisor after consultation with other members of the supervisory team, where appropriate; supervisors may find it helpful to complete the form at a formal meeting with the research student (if that is possible). Part 3 should be completed by the student.

**Part 1** (Student Details)

Name: Student ID:

Lead Supervisor: Other Supervisors:

School:

Project title:

Funding Body:

**Part 2** (Supervisor to Complete)

**Students and their supervisors are reminded that it is the Postgraduate Research School’s expectation that a thesis should be submitted no later than the period of supervised study + twelve months.**

**All situations in which this is not the case must be fully documented and may be subject to follow-up action by the Postgraduate Research School.**

1

Give the dates on which meetings were held to discuss progress over the last six months.

2

Summarise the current status of the research project (tick all boxes that apply):

YES NO

Research activity completed Thesis writing commenced

Supervisor has seen draft thesis material Complete first draft of thesis exists

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| 3a | Has the student produced a satisfactory plan for completion and submission of the |  |
| 3b | thesis (a copy of which has been attached to this form)?Has the progress towards thesis submission been satisfactory during the last six months? If the answer to 3a or 3b is NO, indicate why not: | YES/NO YES/NO |

4 Do you expect the student’s thesis to be satisfactorily completed (tick one box only)?

YES NO DOUBTFUL

Within one year of supervised study period Anticipated submission date

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If NO or DOUBTFUL, attach a document which explains why and summarises any actions to be taken by, or advice given to, the student.

**Part 3** (Student to Complete)

1 Do you agree with the supervisor’s assessment? YES/NO If NO, please provide your comments:

Signatures:

Student’s progress is (tick one box only: see 2 above):

Satisfactory

or

Unsatisfactory

**Signature: ………………………………………**

**Date: …………………**

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| Lead Supervisor: | …………………………………………………… | Date: ………………………….. |
| Other Supervisors: | …………………………………………………… | Date: ………………………….. |
| Student: | ………………………………………………………………………………………………………… | Date: …………………………..Date: ………………………….. |
|  |  | Submit to Postgraduate Research School |
|  |  |  |

**Postgraduate Research School/School Postgraduate Co-ordinator Comments**

# For Postgraduate Research School Use

Student record updated on: ……………….. by: ……………………………. to indicate student’s progress.