**HONG KONG SHUE YAN UNIVERSITY**

Form PR1

**GRADUATE SCHOOL**

Progress Report

**Student’s Progress Report Part I:**

***This part is to be completed by the Principal Supervisor***

|  |  |
| --- | --- |
| Name of Supervisor |  |
| Name of Student |  |
| Student Number |  |
| Review Period | from to *(e.g., from September 1, 2018 to December 28, 2019)* |
| Thesis Topic |  |
| How many meetings have been held between you and the student within the review period? | |
| Estimate the proportion of research work completed:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_% | |
| Are you satisfied with the progress of the student?  Yes/ No*\** (if ‘No’, please specify in the space below) *(\*Please delete as appropriate)* | |
| Is there anything about the student that you would like to bring to the attention of the Head of Department or the Graduate School? | |
| Do you recommend the student proceeding to the next phase of dissertation?  Yes (PASS)/ Yes, with conditions (INCOMPLETE)/ No (FAIL) *(\*Please delete as appropriate)*  Recommended procedures (if INCOMPLETE): | |

Supervisor’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student’s Progress Report Part II:**

***This part is to be completed by the Co-Supervisor***

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| --- |
| How many meetings have been held between you and the student within the review period? |
| Are you satisfied with the progress of the student?  Yes/ No*\** (if ‘No’, please specify in the space below) *(\*Please delete as appropriate)* |
| Provide a brief comment (4-5 sentence) on student’s progress. |
| Do you recommend the student proceeding to the next phase of dissertation?  Yes (PASS)/ Yes, with conditions (INCOMPLETE)/ No (FAIL) *(\*Please delete as appropriate)*  Recommended procedures (if INCOMPLETE): |

Co-Supervisor’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student’s Progress Report Part III:**

***This part is to be completed by student***

|  |  |
| --- | --- |
| Name of Student |  |
| Name of Supervisor |  |
| Student Number |  |
| Review Period | From to *(e.g., from September 1, 2018 to December 28, 2019)* |
| Thesis Topic |  |
| How many meetings have been held between you and the supervisor within the review period? | |
| Estimate the proportion of research work completed:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_% | |
| Are you satisfied with your progress?  Yes/ No (if ‘No’, please specify in the space below) *(\*Please delete as appropriate)* | |
| Is there anything about the arrangement of your supervision that you would like to bring to the attention of the Head of Department or the Graduate School? | |

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_