Annex 6

to the School of Engineering and Digital Sciences PhD student Handbook

of the autonomous organization of education Nazarbayev University

*Section 1*



**PHD PROGRESS REVIEW COMMITTEE FORM**

**SECTION 1 – STUDENT SECTION\***

\* The PhD student must complete this form only; this report is confidential; your PhD supervisors will not receive a copy.

This form should be type written

This form is part of a process designed to enable you and your supervisory committee to reflect on your academic progress and the support you have been receiving and to confirm that you have progressed sufficiently to continue your registration as a research student.

The form should be completed by you and returned to the DGPC. Your supervisors (represented by your Lead Supervisor) will also prepare a report on your progress. Once both reports have been received, you will be invited to a meeting with members of your Progress Review Committee, who are not your supervisors, to discuss your progress generally and to identify any further training or support needs.

**Personal details**

Student name:

Location:

Start Date:

Mode of study:

Current expiry date:

Lead Supervisor:

Title of project:

Project description: (no more than 200 words)

**Supervision**

Please continue your answers to questions on a separate sheet if necessary, and attach to this form.

1. Please indicate in which category you would place yourself at present (tick one):

1. Research active [ ]

1. Research lapsed [ ]

1. Research completed, not yet writing up [ ]

iv) Research completed, writing up [ ]

2. How many times during this academic year did you meet formally with your supervisors?

 Lead Supervisor Int. Co-Supervisor Ext. Co-Supervisor

Additional comments:

3. Are meetings prompted by you or your supervisory committee? (tick one):

You [ ]

supervisory committee [ ]

Both [ ]

4. Were expectations and frequency of contact between you and your supervisory committee agreed at the beginning of your studies?

Yes [ ]  No [ ]

5. Are you receiving the kind of support you require from your supervisors?

Yes [ ]  No [ ]

Please elaborate here on the kind of support you receive. If you feel your supervision is not adequate to your needs, please describe how you think it could be improved:

**Researcher development**

6. During this academic year have you given any presentations or work-in-progress seminars, or produced any papers or articles?

 (*for example peer reviewed abstracts, peer reviewed papers, posters for conference, conference presentations or other publications*)

Yes [ ]  No [ ]

If yes, please provide details and references below, including links:

7. Have you undertaken any research training and support programs during your period of study so far?

Yes [ ]  No [ ]

If yes, please give details:

8. If you have followed the Research Methodology course at Nazarbayev University, indicate whether it was relevant and useful.

Relevant Yes [ ]  No [ ]

Useful Yes [ ]  No [ ]

If you have answered no to either part, please specify why or how improvements could be made:

9. Do you feel that you have any additional training needs at this stage?

Yes [ ]  No [ ]

If Yes, please specify:

10. Have you attended any conferences, seminars or lectures this year above and beyond what your program has required you to attend?

Yes [ ]  No [ ]

If Yes, please specify:

11. Are you on target to complete your PhD degree in the time set out on your original form or as modified by any agreed extension?

Yes [ ]  No [ ]

If no, please give a new estimate of the date your studies will be completed:

12. Have you had your Research Plan approved?

Yes [ ]  No [ ]

If No, please give the date the University expects your Research Plan to be approved:

If different to the above, please give the date by which you expect to submit your thesis outline/Research Plan:

13. Since your last annual progress review (or your Research Plan Oral Defense if you have not yet completed a progress report), please address each point:

i) Has your progress been consistent with what was approved?

 ii) Detail any major changes to the original project:

iii) What advances have you made in your own understanding of your research area?

iv) What work have you provided for your supervisory committee?

14. Do you have any additional comments to make?

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **For Official Use Only** |
| GDPC Chair  |  | Date Received |  |