

# PROGRESS REPORT

Review for Period Ending: \_\_\_\_\_ Course Number: \_\_\_\_\_

Student Name: \_\_\_\_\_ Massey ID: \_\_\_\_\_

Programme of Study: \_\_\_\_\_  Part-time  Full-time

Programme Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Second/Co-supervisor: \_\_\_\_\_

Proposed Title of Project/Report/Thesis: \_\_\_\_\_

Expected Date of Project/Report/Thesis Completion: \_\_\_\_\_

The aim of this review is to monitor a research candidate's progress and to maximise opportunities for action on any concerns, and to assist candidates to complete on time.

- (i) Student to complete and sign Section 1 and return to the Postgraduate Administrator by **the due date**.
- (ii) Copies of completed reports will be returned to student and supervisor/s by the Postgraduate Administrator.

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## Section 1 (for completion by student)

**Student's Assessment of Progress:** *Please indicate if you have any concerns about your programme of study. If you have concerns, act immediately! You should discuss any concerns with your supervisor first. However, if you feel that you cannot discuss these matters with your supervisor/s you are welcome to talk to your Programme Coordinator or the Postgraduate Administrator who will advise you in confidence of your best course of action.*

**Progress to Date:** *(Briefly outline tasks undertaken. Mention any problems)*

**Objectives for next three months:** *(Indicate what you expect to achieve)*

Do you have any personal concerns that may affect your studies and which you would like assistance with?

- Yes  No  N/A

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_