# Centre for Graduate Studies

PRIVATE & CONFIDENTIAL



**PROGRESS REPORT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SECTION A – CANDIDATE’S DETAILS (TO COMPLETED BY THE CANDIDATE)** | | | | |
| Name of Candidate | Click or tap here to enter text. | | | |
| Matric No. |  | | | |
| Semester Reported & Year | Choose an item. | Choose an item. | No. of  Semester | 01 |
| Programme | Choose an item. Choose an item. | | | |
| Faculty | Choose an item. | | | |
| Title of Thesis | Title Write Here | | | |
| Name of Supervisor(s) | 1. Click or tap here to enter text. | | | |
| 2. Click or tap here to enter text. | | | |

MILESTONES: (1) Methodology Course (RMC), (2) Proposal Defense (PD) (3) Candidature Defense (CD), (4) Viva Voce

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Semester for PhD | Sem. 1 | Sem. 2 | Sem. 3 | Sem. 4 | Sem. 5 | Sem. 6 | Sem. > 6 |
| Milestone and  Date | RMC  Click or tap to enter a date. | RMC  Click or tap to enter a date.  PD  Click or tap to enter a date. | RMC  Click or tap to enter a date.  PD  Click or tap to enter a date. | PD  Click or tap to enter a date.  CD  Click or tap to enter a date. | CD  Click or tap to enter a date. | CD  Click or tap to enter a date.  VIVA  Click or tap to enter a date. | CD  Click or tap to enter a date.  VIVA  Click or tap to enter a date. |

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| Semester for Master’s | Sem. 1 | Sem. 2 | Sem. 3 | Sem. 4 | Sem. > 4 |
| Milestone and  Dates | RMC  Click or tap to enter a date. | RMC  Click or tap to enter a date.  PD  Click or tap to enter a date. | PD  Click or tap to enter a date. | PD  Click or tap to enter a date.  VIVA  Click or tap to enter a date. | PD  Click or tap to enter a date.  VIVA  Click or tap to enter a date. |

**MINIMUM REQUIREMENT FOR VIVA VOCE:**

PhD : One (1) conference proceeding AND two (2) journal publications

Master’s : Two (2) conference proceedings OR one (1) publication

List your publications, example: Widyarto, S. and Shafie Abd. Latiff, M., 2007. The use of virtual tours for cognitive preparation of visitors: a case study for VHE. Facilities, 25(7/8), pp.271-285.

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| **SECTION B – RESEARCH PROGRESS REPORT BY CANDIDATE** |

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| --- | --- | --- |
| **Item** | **Candidate’s Report** | **Verified by Supervisor** |
| Literature Review |  |  |
| Objectives Achieved |  |  |
| Project Design and  Development |  |  |
| Data Collection and Analysis |  |  |
| Number of Chapters  Proposed |  |  |
| Number of Chapters  Completed |  |  |
| Expected Date of Thesis /  Dissertation Submission |  |  |
| Problem Encountered |  |  |

*Notes: Responsive width*

|  |  |
| --- | --- |
| Date:Click or tap to enter a date. | Candidate’s Signature: |

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| **SECTION C – FIRST/SECOND SUPERVISOR’S REPORT** |

CANDIDATE’S RATING

Please Use the Following Scale

1 2 3 4 5

Poor Fair Good Very Good Excellent

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Commitment | Attendance | Interest | Work Quality and Efficiently | Thesis/ Dissertation Language Proficiency | Ability to  Work Independently | Overall Performance |
| First Supervisor | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |
| Second/Co- Supervisor | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |

First Supervisor’s Comments:

Second Supervisor’s Comments

**Candidate’s Progress**

|  |  |  |
| --- | --- | --- |
|  | First Supervisor | Second Supervisor |
| Satisfactory |  |  |
| Unsatisfactory |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Date:Click or tap to enter a date. | First Supervisor’s Signature: | Date:Click or tap to enter a date. | Second Supervisor’s Signature: |

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| **RECOMMENDATION BY FACULTY** | | |
| Click or tap to enter a date.\* the continuation of this candidature | | |
|  |  |  |
| Signature : | Name:Click or tap here to enter text. | Date:Click or tap to enter a date. |

\*Delete where necessary

|  |  |  |
| --- | --- | --- |
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|  |  |  |
| Signature : | Name:Click or tap here to enter text. | Date:Click or tap to enter a date. |