Research Student Annual Review

1. *Student to complete page 1 and sections 1-4 prior to the Annual Review and forward to the supervisor*
2. *Supervisor / Panel members to fill out sections 5-6 & 8*
3. *Student to complete section 8 (optional)*

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| **Student Name**: | |
| **First Supervisor**: | **Second Supervisor(s)**: |
| **Faculty**: | **Award Aim**: |
| **Enrolled/Registered\* From**: | **Completion Date**: |
| **Date Transfer Due (if applicable)**:  **Date Transfer Completed**: | **Mode of Study**:  **International PhD Programme**: YES/NO\* |
| **Date of Review Meeting:** | |
| **Dates and Total in Months of Any Interruption/Suspension:** | |
| **Title Agreed at Registration:** | |
| **Supervisor Names**:  1.  2.  3. | To be signed at panel meeting  Signature  Signature  Signature |
| **Independent Assessor(s)**: Name and Faculty  1.  2. | To be signed at panel meeting  Signature  Signature |
| **Student Signature:** To be signed at panel meeting | |

\* delete as appropriate**Research Student’s Annual Review**

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| **Section 1: Project Objectives** |
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| **What are your proposed objectives for the following year?** |
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| **Section 2: Please give a brief report on your progress against your previous objectives for the year. If this is your first year please provide details of progress since commencing.** |
| **Students on the International PhD Programme – please list your visits to the UK over the last 12 months: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Section 3: Please detail any problems, e.g. accessing libraries, fieldwork initiatives, re-visiting ethical issues?** |
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| Section 4: Participation in Relevant Activity outside De Montfort University to include Conferences (give full details of own material presented), Papers/Performances (full details required), Membership of Editorial Boards, Scholarly organisations, etc. |
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| **Section 5: Ethical Approval** |
| Has your research project changed in any way that means new ethical approval is required?  YES/NO  If your answer is YES then you must contact your Faculty Research Ethics Committee to seek formal approval. Details are available from: <http://www.dmu.ac.uk/research/ethics-and-governance/pg-and-research/human-research-ethics/faculty-specific-procedures.aspx>**.** |
| **Section 6: Training Needs Analysis** |
| Please provide a brief report on how your research training skills have developed over the last year. |
| Does the approved portfolio of training identified in your training needs analysis undertaken at enrolment still meet your minimum training requirements?  YES/NO  If your answer is ‘NO’ please specify your training needs further:  Action to be taken: |
| **Graduate School Office Use Only:**  Submission of form noted on RTP database ❑ Action to be taken considered and processed ❑  Notes: |

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| **Section 7: Supervisor Evaluation: Progress Made** |
| Overall Comment on Attendance and Response to Supervision: |
| **Section 8: Independent Assessor’s Evaluation** |
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| **Section 9: Student Response / Reflection / Requirements (Optional)** *Students should also comment on their supervisory team and provide any relevant feedback on the process* |
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| **Section 10: Recommendation For Progression** |
| 1. Progression 2. Re-Review in 3. Withdrawal   to next year 2 months Recommended \*  \* If recommending withdrawal the supervisory team is required to meet with the Faculty Head of Research Students to discuss |
| Actions to be taken: (This section must be completed if re-review is selected above) |