



THE UNIVERSITY OF THE WEST INDIES CAVE HILL CAMPUS

School for Graduate Studies and Research

SUPERVISOR'S PROGRESS REPORT FORM

The candidate's Chief Supervisor is required to give an assessment on the progress of the student each Semester. The completed form should reach the Campus Office of Graduate Studies & Research no later than January 31 for Semester I and June 30 for Semester II.

Report for:	Semester:		Academic Year:	
Name of Student:	Last name:		First name:	Middle Initials:
Student ID No.:				
Name of Degree Programme:				
Department:				
Date of Initial Registration:				
Status:	Full Time:		Part Time:	
Thesis Supervisor/s:				
Advisory Committee Members:				

MEETINGS/SEMINARS/COURSES

How many times have you met with the student in the reporting semester? Please indicate date(s) in boxes below

Meetings	Date
01	
02	
03	
04	
05	



THE UNIVERSITY OF THE WEST INDIES CAVE HILL CAMPUS

School for Graduate Studies and Research

Total Number of Research Seminars given to date and dates: Please indicate date(s) in boxes below:

Seminars	Date
01	
02	
03	
04	
05	

Has the student completed the required course credits for their programme?

Yes

No

How many credits have been completed to date?

PROGRESS (BASED ON AGREED-UPON TARGETS SET BY SUPERVISOR AND STUDENT)

How do you rate the student's progress?

Excellent: The student is making exceptional progress and has exceeded more than 1 of targets set for the reporting period

Very Good: The student is progressing well and has exceeded 1 of the targets set for the reporting period

Good: The student is progressing and is meeting the targets set for the reporting period

Satisfactory/Fair: The student is progressing but slowly, and only meeting some of the targets set for the reporting period

Poor: There is no evidential progress in the student's work

RECOMMENDATION OF SUPERVISOR

Student to Continue

Student to be Warned

Student to Withdraw

SUPERVISOR'S COMMENTS

STUDENT'S COMMENTS



THE UNIVERSITY OF THE WEST INDIES CAVE HILL CAMPUS

School for Graduate Studies and Research

HEAD'S COMMENTS

--

Published Papers (within reporting period)

Conference/Symposium proceedings (*include Title of the Conference, Venue, Date, etc. and attach title/abstract/full paper as published*)

--

Research papers published in Journals (*include Title of paper, Authors, Journal Name, Volume, No. of pages, Date of Publication, etc. and attach a copy of the paper(s) as published*)

--

SIGNATURES:

Signature of Student:

--

Date:

--

Signature of Supervisor

--

Date:

--

Signature of Head of
Department

--

Date:

--

OFFICIAL USE ONLY:

Comments by Director, School for Graduate Studies and Research

--

Signature of Director, SGSR

--

Date:

--

Note on Digital Signatures:

If you wish to create or add a digital signature certificate, you can follow this quick video tutorial:
<https://www.youtube.com/watch?v=z8lSCq6TX7o>

Alternatively, you may insert your saved signature as an image directly into the signature field. Once you place the image in the signature box, simply press the Escape key on your keyboard to move to the date field. (This method is usually quicker and easier.)