



PROGRESS REPORT OF TIME BARRED STUDENTS & REQUEST FOR EXTENSION

Appendix G

To be filled by PhD students who have crossed the maximum time limit (8 years) to complete their PhD studies.

This form has three parts:

PART A: Current State of Progress Report – to be completed by the PhD Scholar

PART B: Comments – to be completed by the his/her Supervisor

PART C: Recommendations – to be completed by the UMT Office of Dean Research.

PART A: PhD SCHOLAR CURRENT PROGRESS STATEMENT

Name			
ID Number		Department/School	
Title of the thesis			
Date of PhD Enrollement		Date of Comprehensive Exam Passed	
Today's Date		Date of Research Proposal accepted by BASAR	

Supervisory Support

PhD Supervisor	
_____Supervisor	
_____Supervisor	

Outline below your progress and achievements towards completion of PhD dissertation. Indicate what milestones have been achieved, including detailing what chapters or sections of your thesis have been written in draft or final form (use extra sheets, if required).

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Summarize below your thesis completion status?

Chapter	% Completion Status	Date Completed	Feedback by Supervisor	Date Feedback Provided
Introduction				
Literature Review				
Methodology				
Analysis				
Findings				
Questionnaire / Survey <i>(if any)</i>				
Any other chapter (please mention below)				
When was the complete 1 st draft of thesis submitted to OCE.				
Has the External Examiner appointed?				Yes <input type="checkbox"/> No <input type="checkbox"/>

1. **Are any intellectual property issues related to my research that has not been resolved?** Yes No

If Yes, please give details:

2. **Please provide details below of any way that you think your supervisor(s) could still improve their support towards completing your studies**

3. **Do you have any concerns with your English language skills (e.g., reading, writing, speaking, listening) in respect to your PhD work?** Yes No

If yes, please describe these concerns and indicate whether you have sought any support or advice for these concerns (e.g., from your supervisor)

PART B: SUPERVISOR(S) COMMENTS

Please forward the form to your PhD supervisor and obtain hisreport/recommendation and then submit to Office of Dean Research.

Please provide comments on the scholar's slowprogress towards completion of his/herwork during the prescribed timeline:

1. Please provide comments on the summary of thesis completion status as stated by student on page no 2:

2. Do you have any concerns about the scholar's English language skills (e.g., reading, writing, speaking, listening) in respect to his/her PhD work?

Yes

No

If yes, please describe these concerns and indicate whether you have offered support or advice to the scholar and/or directed them to support services.

RECOMMENDATIONS BY SUPERVISOR

I recommend that the scholar's enrolment be:

- Extended for a maximum of 6 months
- Continued subject to specified conditions as outlined below
- Terminated

Specified conditions of continued enrolment:

I have discussed our comments with the scholar: Yes No

Please outline any issues that emerged from the discussion with the scholar:

PART C- to be completed by Chairperson Department Graduate Committee (or delegate)

Do you support the scholar's request for an extension to thesis submission date?

Yes No

Please add any further comments here	
Name/signature	
Date	

PLEASE FORWARD THE FORM TO YOUR DEAN / DIRECTOR

Approved

Comments:

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Name/Signature

(Date)

PART D: RECOMMENDATIONS BY UMT OFFICE OF DEAN RESEARCH

Please forward the form to the Office of Dean Research.

I recommend that the candidate's enrolment be:

- Extended by 6 months beginning _____
- Continued subject to specified conditions as outlined below
- Terminated

Specified conditions of continued enrolment:
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_____ (Date)
Dean Research

Form will be forwarded to BASAR for approval. Decision of BASAR be notified to PhD scholar/ his/her supervisor, DGC/SGC, Dean of School and Office of Dean Research