# Six-monthly progress form for PhD students

*Please complete this form together with your supervisor(s) during your next regular project meeting. Submission of the form is optional but strongly recommended. The purpose of this form is to provide an opportunity to discuss your general progress and wellbeing with your supervisor(s).*

Name: Supervisor(s):

**Part A: Progress during the last six months**

*(Please discuss with your supervisor(s) and ask them to circle as appropriate, adding further details/agreed actions if required*)

Attendance: Satisfactory / unsatisfactory

Commitment: Satisfactory / unsatisfactory

Awareness of Literature: Satisfactory / unsatisfactory

Presentation skills (written and oral): Satisfactory / unsatisfactory

Overall Progress: Satisfactory / unsatisfactory

**Part B: Upcoming milestones and deadlines**

*(Please discuss with your supervisor(s) if you have any upcoming requirements for PhD progression in the next six months, specifically: RPC / ESA / LSR / Writing-up form / Exam entry form / Thesis submission. Write your agreed target submission date for this document if applicable*)

Next milestone and target submission date:

**Part C: Wellbeing and student-supervisor relationship**

*(Please consider the following discussion points with your supervisor(s) and (optional) write down any areas of concern and/or agreed actions that you identify. Possible points for discussion are: which aspects of your PhD are going well? Which aspects, if any, are causing you anxiety? What could be done to improve any issues? Is the frequency and format of your meetings satisfactory? Are your and your supervisor’s expectations well matched?)*

**Part D: Confidential report directly to DPGS**

*(Students may submit a confidential report directly to the PhD Senior Tutor with any general comments or concerns, including identification of any issues which need to be addressed)*

Student’s signature: Date:

Supervisor’s signature: Date: