

POSTGRADUATE STUDENTS PROGRESS REPORT

The following is a format for postgraduate quarterly progress reports for postgraduate students undertaking the programme by thesis. A completed report should be sent to the Director, BPS through Chairman and Dean/Director with a copy to the Principal of the respective College.

Name of Student _____ Reg. No. _____

Programme _____

Department _____

Faculty/School/Institute _____

Date of Registration _____

Proposed date of completion _____

Title of Project/Thesis _____

Where project is being conducted _____

| Supervisors: | <u>Name</u> | <u>Department</u> |
|--------------|-------------|-------------------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |

1) **Short introduction and objectives**

- Student to provide a brief statement and the objectives of the study.

2) **Accomplished work for specified period: From () To ()**

- State your actual progress in comparison to the planned progress. (Gantt chart)

3) **Remaining work**

- State clearly what remains to be done for the stated period if any. If not, how and when it will be accomplished.
- State what assistance is required.

4) **Any other comments**

Student Name _____ Signature _____ Date _____

Comments by supervisors

1) Name _____ Department _____

Comments _____

Signature _____ Date _____

2) Name _____ Department _____

Comments _____

Signature _____ Date _____

Comments by Chairman

Make statement on progress of the student and proposed improvement.

Name _____ Signature _____ Date _____

Comments by Dean/Director

Make statement on progress of the student and proposed improvement.

Name _____ Signature _____ Date _____