**SIX-MONTH REVIEW FORM**

*School of xxx*

***Supervisor:***

*Please complete* ***Part 1*** *of this form* electronically *and email it to the Independent Reviewer.*

***Independent Reviewer:***

*Please complete* ***Part 2*** *of this form electronically and, in accordance with School policy, email it to the Research Student, their Supervisors, the Research Administrator and the relevant Director of Research Programmes, copying in* [*co-tutorrecord@lboro.ac.uk*](mailto:co-tutorrecord@lboro.ac.uk)*.*

*There is no requirement to hold a meeting with the Research Student unless it is School policy to do so. The Independent Reviewer can be the Director of Doctoral Programmes or another member of staff nominated by the Dean.*

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| **Part 1 – to be completed by the Supervisor** | | | |
| **Name of Research Student** |  | **Registration Type** | * Full time * Part time |
| **Registration Number** |  | | |
| **Research title** |  | | |
| **Principal Supervisor** |  | | |
| **Secondary Supervisor(s)** |  | | |
| **Independent Reviewer** |  | | |
| **Director of Doctoral Programmes** |  | | |
| **This report covers the registration period (from/to)** |  | | |
| **Initial Registration Date** |  | | |

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| **Overall assessment** | * Satisfactory progress * Unsatisfactory progress |
| **Report** (approximately 2000 words for full-time students or 1000 words for part-time students) outlining progress with literature review, the thesis plan and the definition of the research question(s) | * Satisfactory progress * Unsatisfactory progress |
| **Methodology and resources**  *(including awareness of ethical issues and risks)* | * Satisfactory progress * Unsatisfactory progress |
| **Attendance** | * Satisfactory progress * Unsatisfactory progress |
| **If you have selected ‘unsatisfactory’ for any of the above, please outline below the reason(s) and the outcome of your subsequent meeting with the candidate, including any remaining concerns:** | |
|  | |
| **If you would like to add any further comments, please do so below:** | |
|  | |

**Recommendation to the Progression Board**

**Progress is:**

* Satisfactory
* Unsatisfactory

Please select one of the options below:

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* **1) Continue on Current Part.**

By selecting (1), you are confirming that the Research Student’s report shows evidence of a viable research programme including a plan for completion, a grasp of appropriate research methods, an element of originality and evidence of adequate progress, including successful achievement of research targets.

* **2) Defer decision pending further work and additional progress review meeting**

* **3) Change registration to MPhil** (Extension possibilities having previously been permitted)
* **4) Terminate registration** (Extension possibilities having previously been permitted)

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| **Part 2 – to be completed by the Independent Reviewer** (or other member of staff nominated by the Dean) | |
| **Overall assessment** | * Satisfactory progress * Unsatisfactory progress |
| **Report** (approximately 2000 words for full-time students or 1000 words for part-time students) outlining progress with literature review, the thesis plan and the definition of the research question(s) | * Satisfactory progress * Unsatisfactory progress |
| **Methodology and resources** *(including awareness of ethical issues and risks)* | * Satisfactory progress * Unsatisfactory progress |
| **If you have selected ‘unsatisfactory’ for any of the above, please outline below the reason(s) and the outcome of your subsequent meeting with the candidate, including any remaining concerns:** | |
|  | |
| **If you would like to add any further comments, please do so below:** | |
|  | |

* **1) Continue on Current Part**

By selecting (1), you are confirming that the Research Student’s report shows evidence of a viable research programme including a plan for completion, a grasp of appropriate research methods, an element of originality and evidence of adequate progress, including successful achievement of research targets.

* **2) Defer decision pending further work and additional progress review meeting**
* **3) Change registration to MPhil** (Extension possibilities having previously been permitted)
* **4) Terminate registration** (Extension possibilities having previously been permitted)