**PGR INDEPENDENT REVIEWER’S**

**ANNUAL REPORT**

*School of xxx*

*This report should be completed by the Independent Reviewer and sent at least two weeks before the Progression Board to the Research Student, Research Administrator and Director of Doctoral Programmes, in accordance with School policy.*

*Information on progression requirements is available in Regulation XXVI Research Degree Programmes* [*http://www.lboro.ac.uk/governance/regulations/26/current/*](http://www.lboro.ac.uk/governance/regulations/26/current/) *and the Code of Practice for Research Degree Programmes* [*http://www.lboro.ac.uk/services/doctoral-college/essential-information/code-of-practice/*](http://www.lboro.ac.uk/services/doctoral-college/essential-information/code-of-practice/)

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| --- | --- | --- | --- |
| **Name of Research Student** |  | **Type** | * Full Time
* Part Time
 |
| **ID Number** |  |
| **Research title** |  |
| **Principal Supervisor** |  |
| **Secondary Supervisor(s)** |  |
| **Independent Reviewer** |  |
| **Director of Doctoral Programmes** |  |
| **This report covers the registration period (from/to)** |  |
| **Current Part** |  |
| **Initial registration date** |  |

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| **Comments on the written report.**  |
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| **Comments on:**1. **Extent and relevance of skills training undertaken during this review period**
2. **Conference attendance**
3. **Publication record**
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| **Comments on timetable for submission** (please discuss any concerns you have with the candidate) |
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| **Comments on the Research Student’s performance during the Progression Review meeting** |
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| **Comments on progress** |
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| **Areas to focus upon/develop** |
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**Recommendation to the Progression Board**

**Progress is:**

* Satisfactory
* Unsatisfactory

**Please select one of the options below:**

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**If progress is satisfactory:**

* **1) Progress from R1 to R2**

*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) Progress from R2 to R3**

*By selecting (2), you are confirming that the Research Student’s report shows evidence of a clear definition of the research question and methodology, a literature review, research outcomes achieved and a detailed plan of research to be undertaken.*

* **3) Extend R3 by a further 12 months**

*By selecting (3), you are confirming that the researcher’s report shows evidence of a clear definition of the research question(s) and methodology, a literature review, research outcomes achieved and a detailed plan of research required for submission within a maximum of the 12 month extension period.*

* **4) Continue on Current Part.**

*This is for Part-Time Students who are mid-part and making satisfactory progress.*

1. *Mid-way point of Parts R1 and R2*

*Part-Time students are required to produce progress reports of at least 5000 words at the mid-way point of Parts R1 and R2 (typically every 12 months). These should be reviewed in the same way as the end of Part reports and the outcome of the mid Part reviews should be submitted to the Progression Board.*

1. *Mid-way point of Parts R2 and R3*

*Part-Time students are required to produce progress reports of at least 5,000 words at the mid-way point of Parts R2 and R3 (typically every 12 months). These should be reviewed in the same way as the end of Part reports and the outcome of the mid Part reviews should be submitted to the Progression Board.*

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**If progress is unsatisfactory:**

* **5) Defer decision pending revised report and additional progress review meeting**
* **6) Change registration to MPhil** (Extension possibilities having previously been permitted). Only in exceptional circumstances should this be used in the mid part review of R1
* **7) Terminate registration** (Extension possibilities having previously been permitted)

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**Signature of Independent Reviewer:** Date:

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