

THE HONG KONG POLYTECHNIC UNIVERSITY

Engineering Doctorate Programme Committee

Progress Report for EngD Candidate

Instructions:

1. Please type, restricting yourself to the space provided.
2. Please "X" the appropriate boxes.

This report covering the period _____ to _____

[To be completed by the supervisor(s)]

1. Candidate's Particulars

Name:

Department:

Thesis title:

2. Supervisor(s) (including second academic supervisor/industrial advisor)

(a) Name:

Department:

(b) Name:

Department:

(c) Name:

Organization:

3. Report of Supervisor(s)

- (a) How often do you hold consultations with your candidate?
- (b) Has your student encountered any difficulties (medical, personal, financial, etc) which may have significantly impaired his/her ability to pursue his/her programme of work? YES/NO
If 'Yes', please specify
- (c) Report on Progress:
- (d) Please indicate if there have been any substantial changes to the study plan originally approved; if so, outline the reasons.

4. Recommendation of Supervisor(s)

- (a) I/We consider that my/our candidate's progress is
 very satisfactory satisfactory barely satisfactory not satisfactory.
- (b) If the answer to 4(a) is 'barely satisfactory' or 'not satisfactory', please recommend appropriate action:

5. Signature of Supervisor(s)

Signed: _____
 (Chief Academic Supervisor) (Second Academic Supervisor) (Industrial Advisor)

Date: _____

[To be completed by the candidate]

6. Candidate's Report

- (a) How often do you meet your supervisor(s)?

- (b) Have you encountered any difficulties since your last report, or do you anticipate any problems in the coming months? In particular, is there anything which may affect the completion of the programme?

- (c) Are there any recommendations for improvement that you want to make?

- (d) List of publications already published or in preparation during the reporting period.

- (e) Progress report.

7. Signature of Candidate

I confirm that I have seen the comments made by my Supervisor(s).

Signed: _____
(EngD Candidate)

Date: _____

[To be completed by the Departmental Research Committee]

8. (a) Approval from the Departmental Research Committee

We consider that the candidate's progress is

very satisfactory satisfactory barely satisfactory not satisfactory.

(b) Comments on Supervisor(s)' Report/Candidate's Report

Signed: _____
(Chair, Departmental Research Committee)

Date: _____

Please send this form to the Faculty Office after completion.

9. Comments of the Programme Committee on Supervisor(s)' / Candidate's Report (To be completed if the DRC Chair is one of the Supervisors.)

Signed: _____
(Chair, EngD Programme Committee)

Date: _____