

MINOR PROGRESS REVIEW FORM

Graduate Research

Melbourne School of Design

Progress meeting attendance details:

		In attendance:	
		YES	NO
Candidate's Name:		YES	NO
Supervisor(s)	1.	YES	NO
	2.	YES	NO
Panel Members (please indicate Chair)	1.	YES	NO
	2.	YES	NO
	3.	YES	NO

Outcomes (Chair to complete):

1. Has the candidate made satisfactory progress?

2. Has the panel discussed any difficulties experienced by the candidate that may be hindering progress?

3. Is the timeline for completion provided by the student reasonable?

4. Does the candidate need to submit an application for Human Research Ethics approval?

5. Have goals been set for the next six months?

6. Are any major milestones due in the next six months?

7. Is the supervisor and supervisory panel appropriate to the candidates research interests?

8. Will supervisor(s) be on extended leave (e.g. SSP) in the next 12 months? (If yes, what alternate supervisory arrangements have been made e.g. discussion with student, agreement with replacement supervisor and change of supervisor forms completed etc.)

9. Does the candidate have particular IT needs?

10. Has the candidate been given the opportunity to discuss or identify any safety issues related to the research and, if so, what procedures are in place to minimise safety hazards?

Signatures:

Candidate: _____ **Date:** _____

Chair, Supervisory Panel: _____ **Date:** _____

Principal Supervisor: _____ **Date:** _____