



O.P. Jindal Global University
A Private University Promoting Public Service
NAAC Accreditation - 'A' Grade

Ph.D. PROGRESS REPORT FORM

This Form consists of 3 Parts:

Part 1: To be completed by the candidate and handed over to the Research Supervisor(s).

- For Full-time (FT) candidate, every 3 months (January, April, July & October)
- For Part-time (PT) candidate, every 6 months (January & July)

Part 2: To be completed by the Supervisor(s) after discussion with the candidate.

Part 3: To be completed by the Chair of the School Doctoral Committee (SDC) Annually.

REGISTRATION DETAILS	
Scholar's Name:	
School/Institute Name:	
Name of the Guide:	
Name of Co Guide:	
Name of External Guide (If any):	
JGU ID :	Registration Date: __/__/20__
REVIEW PERIOD (PLEASE MARK WHICHEVER IS APPLICABLE)	
Full-Time (FT): <input type="checkbox"/> JAN-MARCH 20__, <input type="checkbox"/> APRIL-JUNE 20__, <input type="checkbox"/> JULY-SEPT 20__, <input type="checkbox"/> OCT-DEC 20__	
Part-Time (PT): <input type="checkbox"/> JAN-JUNE 20__ , <input type="checkbox"/> JULY-DEC 20__	
Topic of the Research:	
Name the courses which scholar has taken as a part of his / her course works (apart from Compulsory courses i.e. Qualitative Research Methodology, Quantitative Research Methodology, Academic Writing, Teaching & Learning Essentials and Research & Publication Ethics):	
1.	2.
3.	4.
5.	6.

PART 1: CANDIDATE'S SELF-ASSESSMENT ON PROGRESS

1. I rate the overall quality of my work as:

☐ Very good ☐ Good ☐ Satisfactory ☐ Below my expectations

2. I assess my overall rate of progress as:

☐ Very good ☐ Good ☐ Satisfactory ☐ Below my expectations

3. In the last year have you:

Given a departmental seminar	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attended any conference	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Presented or published any paper	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, please give details;

4. Ethical clearances

☐ Have been obtained ☐ are pending ☐ are not required

5. Are there any intellectual property issues which have not been resolved?

☐ Yes ☐ No

If Yes, please give details;

6. Kindly indicate the frequency of the contact with your supervisor (s);

<input type="checkbox"/> Once a week	<input type="checkbox"/> Once a month or less
<input type="checkbox"/> Once in two weeks	<input type="checkbox"/> Any Other

7. Kindly indicate the medium of contact with your supervisor (s);

<input type="checkbox"/> Face to Face	<input type="checkbox"/> Telephonic
<input type="checkbox"/> Email	<input type="checkbox"/> Any Other

8. Submitted work to the supervisor(s)?

☐ Yes ☐ No

9. Received written feedback from your supervisor (s)?

☐ Yes ☐ No

10. Do you have access to all the resources needed for carrying out your research (e.g. equipment, funds/lab/Research papers/Library support)?

☐ Yes ☐ No

If No, please give details;

11. Briefly describe the work you expect to achieve in the next review period:

I have discussed this progress report with my supervisor:

☐ Yes

☐ No

Signature of the Candidate

Date:

Note: Please insert an additional sheet if you would like to add further comments.

PART 2: SUPERVISOR's COMMENTS

1. Overall quality of work of the candidate:

☐ Very good ☐ Good ☐ Satisfactory ☐ Below my expectations

2. Overall rate of progress of the candidate:

☐ Very good ☐ Good ☐ Satisfactory ☐ Below my expectations

3. Comment on progress and achievements since the last review period:

4. Kindly indicate the frequency of the contact with your supervisor (s);

☐ Once a week ☐ Once a month or less
☐ Once in two weeks ☐ Any Other

5. Kindly indicate the medium of contact with your supervisor (s);

☐ Face to Face ☐ Telephonic
☐ Email ☐ Any Other

6. Is the supervisory team satisfied with the frequency and means of contact?

☐ Yes ☐ No

If No, please comment;

7. Are there any intellectual property issues which have not been resolved?

☐ Yes ☐ No

If Yes, please comment;

8. We recommend that the candidate's enrolment be;

☐ Continued ☐ Terminated ☐ Continued subject to conditions outlined below

9. The feedback given herein has been discussed with the candidate;

☐ Yes ☐ No

The candidate is required to submit the progress report form external / internal guide.

Signature of the Supervisor

(Internal/External)

Date:

Signature of the Co- Supervisor

(If applicable)

Date:

Note: Please insert an additional sheet if you would like to add further comments.

PART 3: SDC COMMITTEE

Please comment on the candidate's progress and proposed thesis submission date as appropriate. If any concerns have been raised by the candidate or supervisor, please indicate in a separate memorandum what action has been taken and further recommend action.

Comments:

SDC recommend that the candidate's enrolment (and scholarship, if applicable) be:

- ☐ Continued
☐ Continued subject to conditions outlined below
☐ Terminated

SDC recommend that the alterations to registration be:

- ☐ Approved ☐ Not approved

SDC recommend for final thesis submission on the basis of abstract (pre-submission seminar) presentation.

- ☐ Yes ☐ No

Signature of the SDC Committee Head

Date:

Note: Please attached additional sheet if necessary