



THE UNIVERSITY OF THE WEST INDIES
ST. AUGUSTINE, TRINIDAD AND TOBAGO, WEST INDIES
SCHOOL FOR GRADUATE STUDIES & RESEARCH
**UWI GRADUATE SCHOLARSHIP STUDENT
SUPERVISOR'S PROGRESS REPORT FORM**

The scholarship candidate's Chief Supervisor is required to give an assessment on the progress of the student each semester. The completed form should be submitted to the School for Graduate Studies & Research by the December 15 (Semester 1) and by April 30 (Semester 2). Please tick appropriately:

1. Progress Reporting Period: Semester 1: ☐ Semester 2: ☐
2. Renewal of a Scholarship: 1 semester ☐ 1 year ☐ specify: _____
3. Extension of a Scholarship: 1 semester ☐ 1 year ☐ 8 months ☐ specify: _____

SECTION I

Name of
Student: _____
(Last name) *(First name)* *(Middle Initials)*

Student ID No.: _____ Cell/Contact# _____ Email: _____

Degree Programme: _____ Date of Registration: _____

Department: _____ Faculty: _____

Name of Scholarship – (*Please tick appropriately*): UWI PG ☐

Title of Thesis: _____

Thesis Supervisor/s: _____

Advisory Committee Members: _____

SECTION II - Applicable only to M.Phil. and Ph.D students in the Faculties of Humanities & Education and Social Sciences

Assessment of progress on a scale of 1 = excellent through to 5 = inadequate 6 = not applicable at this stage (Please tick as appropriate)						
Definition of aims and objectives	1	2	3	4	5	6
Review of Literature	1	2	3	4	5	6
Theoretical Framework and Methodology	1	2	3	4	5	6
Research (field work, archival and other data sources)	1	2	3	4	5	6
Analysis/discussion/evaluation of research findings	1	2	3	4	5	6
Write-up	1	2	3	4	5	6

SECTION III - Applicable only to M.Phil./Ph.D. Students in the Faculties of Engineering, Science & Agriculture and Medical Sciences

Assessment of progress on a scale of 100%=excellent through to 20% = inadequate NA = Not applicable at this stage (Please tick as appropriate)						
	100%	80%	60%	40%	20%	
Definition of aims and objectives	1	2	3	4	5	NA
Review of Literature	1	2	3	4	5	NA
Selection of Methodology	1	2	3	4	5	NA
Data collection and Design	1	2	3	4	5	NA
Data Analysis/Evaluation	1	2	3	4	5	NA
Write-up	1	2	3	4	5	NA

SECTION IV - MEETINGS/SEMINARS

How many times have you met with the student? _____ (Please indicate date(s) in boxes below)

	1	2	3
Advisory Committee Meetings/ Discussions			
Total Number of Research Seminars Given to Date and Dates			

SECTION V - PROGRESS: How do you rate the student's progress?

Excellent ☐ Very Good ☐ Satisfactory ☐ Poor ☐

SECTION VI -RECOMMENDATION

Student to Continue ☐ Student to be Warned ☐ Student to Withdraw ☐

SECTION VII - COMMENTS: (Please attach additional page(s) if necessary)

Comments by Supervisor: _____

Signature of Supervisor

Date

Comments by Co-Supervisor or Joint Supervisor:

Signature of Co/ Joint Supervisor

Date

Comments by Student:

Signature of Student

Date

SECTION VIII – Comments by the Head of Department (Applicable for the Payment of Emoluments (1), Renewal (2) and Extension (3) of the Scholarship)

Signature of Head of Department

Date

Comments by the Deputy Dean (Applicable only for the Renewal or Extension of the Scholarship)

Signature of Deputy Dean

Date

SECTION IX - OFFICIAL USE ONLY: Comments by Campus Coordinator

Signature of Campus Coordinator

Date