**PGR STUDENT: PROGRESS REVIEW 2 REPORT FORM**

Further guidance on the Progress Review process is available in the Progress Review Handbook which can be accessed here:

[https://www.keele.ac.uk/media/keeleuniversity/sas/qa/currentpgrstudents/pgrcodeofpracticeguidancedocs/2022-05%20(v.3.0)%20Progress%20Review%20Handbook.pdf](https://www.keele.ac.uk/media/keeleuniversity/sas/qa/currentpgrstudents/pgrcodeofpracticeguidancedocs/2022-05%20%28v.3.0%29%20Progress%20Review%20Handbook.pdf)

**To be completed by the student:**

|  |
| --- |
| **Section A: Student Details** |
| Name of student: |       | Student No. |       |
| Research home: | FMHS [ ]  HUMSS [ ]  NATSCI [ ]  |
| Lead supervisor: |       |
| Degree registered for: |       | Current MoA: | FT[ ]  PT[ ]   |
| Start date: |       | End date: |       |
| Source of funding: |       |
| Do you have a Learning Support Plan in place? | Yes [ ]  No [ ]  |
| If so, do you require any reasonable adjustments to be implemented during your studies as a result of a disability or dyslexia? | Yes [ ]  No [ ]  |

**To be completed by the student:**

|  |
| --- |
| **Section B: Student Self-Assessment** |
| **General Progress and Standard of Work** |
| Has your most recent Interim Progress Review Report been satisfactory (i.e. Grade C or above)? | Yes [ ]  No [ ]  |
| Please use this space to detail any issues which have arisen since your last progress report, noting any action taken to address them: |       |
| **Research Training and Personal Development Skills** |
| Have you updated your Personal Development and Learning Plan (PDLP) on eVision? | Yes [ ]  No [ ] Updated paper copy attached instead [ ]  |
| Please identify your training and/or personal development objectives for your next year of study: |       |
| **Additional Details** |
| Please use this space to provide details of any impediments to your research, and outline your plans to address them:       |
| **Research Degree Declaration**  |
| At this stage of your programme, do you wish voluntarily to alter your student status to that of an MPhil/MRes equivalent path?  | Yes [ ]  No [ ] *To request a change of status voluntarily, please complete the Change of Status Application Form located within* [*PGR Guidance and Forms*](https://www.keele.ac.uk/study/postgraduateresearch/kda/researchstudents/pgrguidanceandforms/) |
| Would you like to be placed on a list of PGRs interested in Teaching/Demonstrating? | Yes [ ]  No [ ]  N.A (Requested during PR1) [ ] *Individuals are required to register for* [*ITAD training*](https://www.keele.ac.uk/kiite/workingwithstaff/researcherdevelopment/pgrsthatteach/) *prior to the commencement of duties and to complete any other relevant training as required.* |
| Student’s signature: |  | Date: |  |

**To be completed by the supervisory team:**

|  |
| --- |
| **Section C: Supervisory Team Interview** |
| **Members of Supervisory Team**  |
| Please list the members of the supervisory team present at the interview: |  |
| **General Progress and Standard of Work** |
| If the student’s most recent Interim Progress Review Report has not been satisfactory (i.e. Grade C or above), please identify the actions to be taken to support the satisfactory progress of the student: |       |
| Please use this space to detail any issues which have arisen since the student’s last progress report, noting any action taken to address them: |       |
| Are you confident that a sufficient plan is in place to ensure that the student can achieve their deadline for submission? | Yes [ ]  No [ ]  |
| Do you think the standard of the student’s work is of a level required for a doctoral degree? | Yes [ ]  No [ ]  |
| At this stage of the student’s programme, do you recommend that they transfer to an MPhil or MRes route?*NB: if yes, this will be referred to the Research Degrees Committee as per section 8.2 of the* [*Code of Practice on Postgraduate Research Degrees.*](https://www.keele.ac.uk/media/keeleuniversity/policyzone20/studentandacademicservices/postgraduate-research-degrees-cop.pdf) | Yes [ ]  No [ ]  |
| **Research Training and Personal Development Skills** |
| Please indicate any plans in place to support the student’s training and/or personal development objectives for the next year of study: |       |
| **Additional Details** |
| Please use this space to make any additional comments on the student’s progress:      |
| Lead Supervisor’s signature: |  | Date: |  |

|  |
| --- |
| **Section D: FRO Postgraduate Research Committee Approval** |
| **PROGRESSION REVIEW 2:** The FRO Postgraduate Research Committee has approved the form: [ ]  The report has been shared with the student: [ ]   |
| PGR Director’s Signature: |       | Date: |       |
| Print Name: |       |

The fully completed form should be submitted to the PGR Administrator of the Faculty Research Office. It will then be referred to the PGR Student Records and Examinations Officer (email to: studentrecords@keele.ac.uk) for action and reporting to the Research Degrees Committee.