



KCA/BPS/S001

KCA UNIVERSITY POSTGRADUATE STUDENT PROGRESS FORM.

This progress form is for the student and their supervisor(s) to fill every time they meet. A copy of the completed form that has been approved by the supervisor must be submitted to The Board of Postgraduate Studies after each meeting. The form shall be used in tracking the student’s progress.

Student Information

Name of the Student.....

Registration Number.....Full Time /Part Time.....

Program.(Masters/PHD)
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School.....

Department.....

Phone Number.....Email.....

Year of Admission.....

Supervisor (s).....Date of meeting.....

Research Progress

A. Title of the Project/Thesis
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B. Briefly describe the progress you have made on your research since the last meeting.
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C. What are your current research goals and objectives?

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B. What skills or knowledge have you acquired through these activities?
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D. What are your plans for future professional development activities?
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Comments and Feedback

A. Student comments
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B. Supervisor(s) Comments (attach supervision tracking form)

Progress so far made as per work plan.
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Supervisor.....signature..... Date..... 1st
Supervisor.....signature..... Date..... 2nd
Supervisor.....signature..... Date..... 3rd

Conclusion

Thank you for completing this progress form. Please submit it to your supervisor(s) and keep a copy for your records. If you have any questions or concerns, please contact your supervisor(s) or the program coordinator.