PART 1. CANDIDATE TO COMPLETE – please attach additional pages where insufficient space is provided

QUESTION 1
Have you discussed your research progress with your supervisor(s) before completing this Form:  □ Yes  □ No

QUESTION 2
a) On average, how frequently do you communicate with your supervisor(s) regarding your research project:
   □ at least weekly  □ at least fortnightly  □ monthly  □ less frequently than monthly

b) What is the main mode of this communication:  □ face-to-face  □ by phone  □ by email

c) On average, how much time per month is spent in contact with your supervisor(s) regarding your project:
   □ up to 1 hour  □ 1 to 2 hours  □ 2 to 4 hours  □ more than 4 hours

d) Are you satisfied with the frequency of contact with your supervisor(s):  □ Yes  □ No
   Comments: __________________________________________________________________________
   ____________________________________________________________________________________

  e) What further research training support (e.g. additional English language training) do you require for your research project:
   ____________________________________________________________________________________

QUESTION 3
a) Briefly outline the key outcomes achieved in your research project within the last twelve months: __________
   ____________________________________________________________________________________
   ____________________________________________________________________________________
   ____________________________________________________________________________________

b) Provide an outline of plans for your research project activities over the next twelve months: __________
   ____________________________________________________________________________________
   ____________________________________________________________________________________
   ____________________________________________________________________________________

  c) Since your last progress review, or commencement of your candidature if this is your first review, do you consider your academic progress to be satisfactory:  □ Yes  □ No
   Please comment: _____________________________________________________________________
   ____________________________________________________________________________________
   ____________________________________________________________________________________

QUESTION 4
Do you expect to submit your thesis by the Expected Work Submission (EWS):  □ Yes  □ No
If NO, what factors are likely to prevent you from submitting your thesis by the EWS date (briefly explain your delays):
   ____________________________________________________________________________________
   ____________________________________________________________________________________
   ____________________________________________________________________________________
PART 1. CANDIDATE TO COMPLETE – please attach additional pages where insufficient space is provided

**QUESTION 5**
Does your research project require ethics approval:  
☐ Yes  ☐ No  ⇔ Go to Q6

a) If YES, has the final approval been obtained:  
☐ Yes  ☐ No

b) If YES to (a), you must provide Ethics Approval Number:  ____________________________________

c) If NO to (a), when is it ethics approval due to be obtained: _______________________________________

**QUESTION 6**
On average, how many hours per week:

a) did you dedicate to your research project over the last 12 months: _______________________________

b) do you plan to dedicate to your research project over the next 12 months: __________________________

**QUESTION 7**
Have you changed your residence status during the course of this year:

☐ No  ☐ Yes  ⇔ If YES, have you informed HDRO:  ☐ No  ☐ Yes

**QUESTION 8 – SCHOLARSHIP/AWARD HOLDERS ONLY**
You must answer this question if you are presently, or have been during the past 12 months, a scholarship/award holder. Please refer to Instructions to Complete the 2008 Annual Progress Report for further information.

a) Are you receiving an additional (to your initial) award, scholarship or salary to undertake your research:

☐ No  ☐ Yes  ⇔ If YES, what is the value amount per annum: $ _____________________________

b) Over the past 12 months, have you undertaken paid and/or unpaid work not directly related to your research (including teaching):

☐ No  ☐ Yes  ⇔ If YES, how many hours worked within the 12 month period:___________________

c) Are you requesting an extension to your scholarship under the award conditions (e.g. APA, APAI & E-IPRS):

☐ No  ☐ Yes  ⇔ If YES, ensure you have outlined the research related delays beyond your control in Question 4.

d) Declaration
I hereby declare that I am abiding by the conditions of my scholarship/award. I understand that there are penalties for non-compliance with these conditions of scholarship/award and that the University may terminate my scholarship(s) if I have misrepresented my past and/or present circumstances (scholarship/award conditions are available at: <http://www.research.mq.edu.au/students/scholarships/>)

_________________________________________  _______________  _______________
NAME of Scholarship/award Holder  Signature  Date

**Declaration (ALL candidates)**
I hereby declare that the information provided by me in this Annual Progress Report is an accurate account of my progress. I am familiar with the candidature Rules and Policies and agree to abide by them and any subsequent amendments. I understand that there are penalties for non-compliance with these and that the University may terminate my candidature if I have misrepresented my past and/or present circumstances.

_________________________________________  _______________  _______________
Candidate Name  Student No  Signature  Date
PART 2. PRINCIPAL/ACTING SUPERVISOR TO COMPLETE

QUESTION 9
For this Report, have you discussed the Report requirements and the candidate’s research progress with the candidate:  □ Yes  □ No ☐  Please outline the reasons why this has not been done: __________________________
______________________________________________________________________________________________

QUESTION 10
a) On average, how frequently do you communicate with the candidate regarding his/her research project:  
   □ at least weekly    □ at least fortnightly    □ monthly    □ less frequently than monthly
b) What is the main mode of this communication:  
   □ face-to-face    □ by phone    □ by email

c) On average, how much time per month is spent in contact with the candidate regarding his/her project:  
   □ up to 1 hour    □ 1 to 2 hours    □ 2 to 4 hours    □ more than 4 hours
d) Are you satisfied with the frequency of the contact with the candidate regarding his/her research project:  
   □ Yes  □ No ☐  Please comment: __________________________
______________________________________________________________________________________________

e) Briefly outline the role of other supervisor(s) for this candidate: __________________________
______________________________________________________________________________________________

QUESTION 11
a) Have you been absent on leave for a period of more than 1 month during the last 12 months:  □ No □ Yes

d) Do you intend to be on leave for a period of more than 1 month within the next 12 months:  □ No □ Yes
If ‘Yes’ to either (a) or (b), please outline alternative supervision arrangements for this candidate: ________
______________________________________________________________________________________________

QUESTION 12
Please comment on the feasibility for completion of the thesis based on the candidate’s responses to Q4:
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________

QUESTION 13
a) Where the candidate has answered ‘No’ to Q4, do you:  □ Agree  □ Disagree  
   □ Need to discuss further with the candidate

b) Where the candidate has answered ‘Yes’ to Q7(c), do you:  □ Agree  □ Disagree  
   □ Need to discuss further with the candidate

QUESTION 14
Do you consider the candidate’s progress to be satisfactory during the last 12 months (or since commencement for new candidates):  □ Yes  □ No ☐  Please comment: __________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________

NAME of Principal/Acting Supervisor          Signature          Date
______________________________________________________________________________________________
NAME of Associate/Co Supervisor         Signature          Date