**Thesis Committee Meeting Evaluation Form**

*This form must be completed after each Thesis Committee meeting and* ***returned to your local Graduate Administrator****. At least three working days prior to the meeting, the student provides members of the Thesis Committee with a brief progress report of no more than 2 pages. The progress report has to be returned with this form.*

Student: ……………………………………...

Supervisor: …………………………………..

Start date D.Phil. Studies: …………………

Program: …………………………………….

Meeting date: ………………………………..

Additional Committee Members:……………………………………………………………………..

**1. Rank the student’s performance in each of the following areas:**

*1 (excellent), 2 (very good), 3(good), 4(adequate), 5(inadequate), NA (not applicable)*

|  |  |  |  |
| --- | --- | --- | --- |
| *Project design* |  | *Ability to interpret data* |  |
| *Grasp of literature* |  | *Clarity of future plans* |  |
| *Productivity (for stage of training)* |  | *Written progress report* |  |
| *Data quality* |  | *Oral presentation* |  |

**2. Is the Committee satisfied with the student's progress?** Yes / No

If not, then why not? If progress has been insufficient what steps need to be taken to rectify the problem? (Continue on separate page if necessary)

**3. When should the next committee meeting take place?**

**4. Signatures of thesis committee members**

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