KATHMANDU UNIVERSITY  
School of Engineering

Bi-annual Progress Report  
For  
Research Students

(To be completed by the Principal Supervisor, HOD and the Dean)

a) Supervisor completes Sections 1-10 as appropriate.
b) Student completes 11 and also signs in Section 10.
c) Supervisor then signs at the foot of Section 11.
d) Concerned HOD Completes 12 and 13.
e) Dean, SoE completes 14 and 15.
f) Copy of the form is passed to the student, original to the office of the Dean.

1. Name:

KU Registration Number:

Department:

Registered for: Status (Full-time/ Part-time):

Date of registration:

Supervisor(s):

2. Assessment of progress

<table>
<thead>
<tr>
<th>Excellent</th>
<th>Good</th>
<th>Satisfactory</th>
<th>Weak/Still acceptable</th>
<th>Other: (to be discussed With Research Committee)</th>
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3. Recommendation

3.1 Continue with MS by Res/PhD

3.2 Transfer to writing up status With effect from…

3.3 Proceed to submission

3.4 Others (to be discussed with Research Committee)
Academic Year: 2012/13

4. **Assessment**

   - Full written report by student [ ]
   - Full report/oral exam [ ]
   - Synopsis by student [ ]
   - Synopsis/oral exam [ ]
   - Oral examination [ ]
   - Other (please specify at 6 below) [ ]

5. **English Language**

   5.1 Does the candidate have any difficulties related to English Language?

      Yes [ ]
      No [ ]

   5.2 If yes, has the candidate attended any academic writing course?

      Yes [ ]
      No [ ]

6. **Supervisor’s general comments on assessment and recommendation**

7. **Candidates in their second and subsequent years (or third and subsequent years in the case of a part-time candidate)**

   7.1 Please comment on the progress of the "writing-up" of the thesis.

   7.2 Has a timetable for preparation and submission of the thesis been agreed?

      Yes [ ]
      No [ ]

   7.3 What is the agreed date for submission of the thesis?

8. **Part-time registrations**

   In the case of a part-time candidate please provide details with regard to the frequency of meetings held between supervisor and student over the previous twelve months.

9. **Status of research fund**
Student: I have read the comments contained in the above report.

Signature: ___________________________ Date:

11. To be completed by the Student

Courses on Progress (if any):

Courses Completed (if any):

Publications (if any):

Participation in Conferences/ Workshops/ Seminars/ Contests etc:

Brief account of progress made on the research project over the previous twelve months. (It is also open to students to make comments in confidence regarding any aspect of the supervision received or research project to their Dean of School.)

Signature of Student: ___________________________ Date:

Supervisor(s): I have read the comments provided in Section 10 by the student.

Signature: ___________________________ Date:

12. Additional comments, if any, by the concerned HOD.
13. **Signature of the HOD**

Signed:

_________________________________________________________________

14. **Additional comments, if any, by the Dean, SoE.**

15. **Signature of the Dean**

Signed:

_________________________________________________________________

When completed a copy of this form should be forwarded to the student. The form should then be returned to the office of the Dean.