**HDR STUDENT ANNUAL REPORT FORM**

**Section C:**

**candidate and supervisor TO COMPLETE TOGETHER**

Version date: October 2021

The candidate is to complete with the supervisors Section C and this must be signed by the candidate’s Supervisors and the College Research Coordinator.

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| **Personal details** |
| Candidate’s Name |  |
| Principal Supervisor Name |  | % load |
| Associate Supervisor 1 Name |  | % load |
| Associate Supervisor 2 Name |  | % load |
| Associate Supervisor 3 Name |  | % load |
| Research Co-ordinator’s Name |  |

**Progress (to be completed in discussion with supervisor and candidate)**

What are the strengths and achievements from the previous year?

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What are the challenges for the remainder of the candidature?

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| **Discuss the following issues. Have these issues been covered adequately?** | Yes | No | Are there any issues outstanding? Please comment. |
| Candidate’s report on research program  |  |  |  |
| Weekly time commitments  |  |  |  |
| Thesis outline / Research plan / Timelines |  |  |  |
| Supervisory meetings: time and frequency |  |  |  |
| What is needed to complete a thesis successfully |  |  |  |
| Additional courses or skills needed including: library skills; computer skills; writing; presentation; statistics; English language skills |  |  |  |
| Facilities / resources available: e.g. library, ICT facilities, scholarships, grants |  |  |  |
| Involvement in collegial activities: e.g. student groups, seminars, colloquia |  |  |  |
| Presentation of work in formal department meetings or external forums, e.g. conferences |  |  |  |
| Ethical Issues, including: Human Research Ethics Committee clearances obtained, code of conduct for research |  |  |  |
| Intellectual Property issues, if applicable |  |  |  |
| Candidate’s formation as a scholar |  |  |  |
| For doctoral candidates: post-doctoral aspirations/opportunities |  |  |  |
| Possible publication of thesis or articles arising from the thesis |  |  |  |

**PLANNED TARGETS FOR THE COMING YEAR**

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| **Target** | **Planned Completion Date** |
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**CANDIDATE TO COMPLETE**

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| **Candidate’s attendance at Research Seminars** | Yes | No |
| I have attended the required 8 hours per annum of research seminars |  |  |
| I have attended the following research seminars: | Yes | No |
| The University of Divinity’s Research Day |  |  |
| The following Research Seminars | Venue | Yes | Date |
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**Research coordinator TO COMPLETE**

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| **Research Coordinator’s Evaluation of Progress** | Yes | No |
| To the best of your knowledge, the candidate has attended the required 8 hours per annum of research seminars |  |  |
| To the best of your knowledge, current supervisory arrangements are appropriate |  |  |
| If the answer to ***any*** of the above questions is ‘no’ please indicate the issues below (expand the box as necessary). |
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**signatures**

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| **CANDIDATE**I have discussed my progress report with my supervisor(s). I give my approval for the release of information about my progress to my sponsor(s). By signing this form I also agree to the provisions set out above regarding the collection and use of information. |
| Name |  |
| Signature |  | Date |  |
| **PRINCIPAL SUPERVISOR**I have read and endorsed the candidate’s research progress report, and have discussed with the candidate any issues that have been identified. |
| Name |  |
| Signature |  | Date |  |
| **ASSOCIATE SUPERVISORS** |
| Name |  |
| Signature |  | Date |  |
| Name |  |  |  |
| Signature |  | Date |  |
| Name |  |  |  |
| Signature |  | Date |  |
| **RESEARCH COORDINATOR** |
| Name |  |
| Signature |  | Date |  |

Please ***email*** the completed form to Registrar, School of Graduate Research: skashyap@divinity.edu.au

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| ***Office of the Vice-Chancellor use only*** |
| Date received |  |  |