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**FORM 2.1.1 Progress report for PhD candidate**

During the contract period the PhD candidate must submit annual written reports on the PhD education progress within a deadline set by the faculty. The education plan forms the basis for the reports. Progress reports are submitted to the PhD contact person at the faculty, and shall be treated confidentially when the nature of the information so requires. NMBU’s faculty must have routines for follow-up of the deficiencies detected. **Part 1 Progress**This part is to be completed by the PhD candidate and the main supervisor.
 **PHD CANDIDATE:**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name: |  | First and middle name(s): |  |
| Faculty: | Choose faculty | Report period: | From: Date  | To: Date |
| Programme: | Choose a programme | Main supervisor: |  |

Please enter activities/milestones, e.g. experimental work, data collection, analyses, exchange periods abroad, writing/rewriting/submitting papers, academic contribution(s) to conferences etc., and mark the period(s) in which the activities was planned (cf. approved education plan) and when they were completed. Add lines if needed.

|  |  |  |
| --- | --- | --- |
| 1. **ACTIVITIES/MILESTONES**
 | **Planned:** | **Completed:** |
| Start-up seminar | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
| Midway seminar/assessment | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
| Final seminar | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
|  | Spring [ ]  Aut. [ ]  Year | Spring [ ]  Aut. [ ]  Year |
| 1. Work duties, If appliccable
 |  |
| Type of work duties | Share of total working hours | Work duties at (place of work) |
| Tuition [ ] Clinical work [ ]  |    %   % |            |
| Other kind of work:  |       |
| Supplementary information on the work duties:       |
| C) ABROAD EXCHANGE PERIODS (more than 3 months) | **Planned (from-to):** | **Completed (from-to):** |
| Institution/country | From Date toDate | From Date toDate |
| Institution/country | From Date toDate | From Date toDate |
| Comments to planned or completed stays abroad:       |

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| 1. required coursework
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| **Course** | **Institution** | **ECTS** | **Planned:** | **Completed:** |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
|       |       |       | S [ ]  A [ ]  Year | S [ ]  A [ ]  Year |
| **Credits in total**  |       |

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| 1. summing up
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| --- | --- | --- | --- | --- |
| Does progress comply with the approved education plan? | Yes [ ] No [ ]  | If no, is this: | Due to change of plans (changes to the research/coursework)? | Yes [ ]  No [ ]  |
| Due to delays? | Yes [ ]  No [ ]  |
| If non-compliance is due to changes to research work or coursework, has a revised education plan been submitted to the faculty for approval? | Yes [ ]  No [ ]  |
| If non-compliance is due to delays, please answer the following: |
| Reasons for delay: |  |
| Measures to be taken to improve progress: |  |
| Plan for coverage of extra expenses: |  |
| New thesis completion date: | Date | Has the form for change of contract period, and perhaps a new contract, been submitted to the faculty? | Yes [ ]  No [ ]  |

**Signatures:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |   |  |  |   |
| Date | PhD candidate | Date | Main supervisor |

**Progress report for PhD candidate**

**Part 2 Supervision and the PhD education as a whole**

This part is to be completed by the PhD candidate alone. It shall be treated confidentially when the nature of the information so requires.

**PHD CANDIDATE:**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name: |  | First and middle name(s): |  |
| Faculty: | Choose faculty | Report period: | Date | Date |
| Programme: | Choose a programme |  |  |  |

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| **SUPERVISION and the PhD education as a whole** |
| How often have you been in contact with your supervisors during the previous report period? |  |
| Are you satisfied with the frequency of contact /meetings with your supervisors?  |  |
| Are you satisfied with the supervision provided to you? |  |
| Are you satisfied with the cooperation between you and the supervisors? |  |
| If, as you see it, the super­vision or the co­operation is not satisfactory, what do you think are the reasons, and what could be done? |  |
| Would you like to discuss the supervision or the progress with someone else than the supervisors? | Yes [ ]  No [ ]  |
| What obstacles have you met in the past 12 months? |  |
| What have worked particularly well over the past 12 months? |  |
| Any assistance from the faculty that would be useful towards a timely completion of your thesis? |  |

**Signature:**

|  |  |
| --- | --- |
|  |   |
| Date | PhD candidate |