Return the completed form to the

Adelaide Graduate Research School

Graduate.research@adelaide.edu.au



2022 MINOR REVIEW OF PROGRESS

Division of the Deputy Vice-Chancellor and Vice-President (Research) -Adelaide Graduate Research School



Please do not bind or staple this form or any attachments. Secure papers together with a bulldog clip

All remote HDR students (including those who are full-time, half-time, writing up outside, on leave of absence, or on study leave), must complete a 2022 Minor Review of Progress unless:

- You first enrolled during 2022;
- You submitted your thesis for examination prior to the Minor Review due date;
- You withdrew from candidature prior to the Minor Review due date; or
- You lapsed in candidature prior to the Minor Review due date

The deadline for completing the Minor Review is 15 April 2022.

Student details (to be completed by student)

| Student's full name: | | |
|-----------------------------|-------------|-------------|
| Student ID No: | | |
| Current scholarship holder: | O Yes | O No |
| Faculty: | | |
| School/Discipline: | | |
| Program: | | |
| Candidature start date: | | |
| Attendance status: | O Full-time | O Half-time |

Minor Review Process

- 1. Complete Section A of this form based on progress (or problems) since your last Annual Review of Progress (or Pre-Submission Review), or, if you have not yet undertaken an Annual Review, since the start of your candidature.
- 2. Circulate the form to all your supervisors
- 3. Organise a mutually convenient time to discuss with your supervisor(s):
 - your progress since the last Annual Review of Progress (or Pre-submission Review) or, if you have not yet completed an Annual Review, since the start of your candidature; and
 - any concern(s)/problem(s)/grievance(s) that have delayed progress and how these were (or will be) addressed.
- Provide the completed form to your Postgraduate Coordinator or Head of School/Discipline for review and certification.
- Review the form following completion by all parties and email a scanned copy to <u>graduate.research@adelaide.edu.au</u>. (a confidential statement for the attention of the Dean of Graduate Studies may be provided as a separate attachment if required).

Section A

To be completed by the Student:

Review of Progress and Planning

| Have you had a | dequate access to the resources and facilities required to undertake your research during the |
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| review period | O No |
| Yes | |
| "No", please outil | ne the issue(s) below and the impact they have had on the progress of your research. |
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| a. Are you and y | our remote supervisor in regular communication with your Adelaide supervisor(s) about the |
| a. Are you and y direction and | our remote supervisor in regular communication with your Adelaide supervisor(s) about the progress of your research? |
| direction and | our remote supervisor in regular communication with your Adelaide supervisor(s) about the progress of your research? ○ No |
| direction and | progress of your research? |
| direction and Yes | progress of your research? O No |
| direction and Yes Are you satisf | progress of your research? O No ied with the level of supervisory support you have received during the review period? |
| direction and Yes D. Are you satisfy Yes | progress of your research? O No ied with the level of supervisory support you have received during the review period? O No |
| direction and Yes Divide Are you satisfy Yes | progress of your research? O No ied with the level of supervisory support you have received during the review period? |
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| The Heise | availe has a face at an appropriate and in the resolution of student arise and a Fortunt an information and |
| section, (<u>http://ww</u> | ersity has a four-stage process to assist in the resolution of student grievances. For further information, see t "Grievances and Problems during Candidature", in the Research Student Handbownwadelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grievar in Process" at https://www.adelaide.edu.au/student/grievance/ |
| the Dean Note that | ote: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's attention the Education Welfare Officers are also available to provide you with confidential advice and assistance in dealing (telephone 8313 5430). |
| Section To be cor | n B mpleted by the Principal Supervisor on behalf of the Supervisory Panel, following discussion with all supervisors |
| Assessr | ment of Student Progress |
| 1. Pleas Revi | se summarise the student's progress during the review period (i.e. since the student's last Annual ew of Progress (or Pre-submission Review) or, if they have not yet undertaken an Annual Review, since start of candidature): |
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| Co/External Supervisor name | Sign here | Date |
|--|--------------------------------------|------------------------------------|
| | | |
| Co/External Supervisor name | Sign here | Date |
| Principal/Sole Supervisor name | Sign here | Date |
| Yes O No | | |
| e have discussed the progress of the stude chool/Discipline. | ent's work with the student and the | Postgraduate Co-ordinator/Head |
| L supervisors must print their names legibly ogress detailed in the preceding section. | and sign to commit that they are in | n agreement with the assessment |
| 1: Certification by Supervisor(s) | | a agraement with the agraement |
| ection C: Certification | | |
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| Any other comments: | | |
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| to resolve disagreements/problems/gnev | alices/delays. | |
| For any impediment(s) to progress ident to resolve disagreements/problems/griev | | s that have been, or will be taken |
| Communicating with people | Supervision | |
| Experimentation Understanding the work expected | Access to resources Health/Personal | S |
| Settling in (for transferring students) | ☐ English | |

| C2: Certification by the Head of Scho | ool/Discipline or Pos | tgraduate Co-ordinator |
|--|--|--|
| After interviewing the student and where deemed no other appropriate* staff member makes their progress | | |
| O Made acceptable progress. | | |
| O Made acceptable progress, but with some reserva | | |
| Please attach supporting evidence if the space pr | ovided in Section B is insuffic | cient. |
| O Made unsatisfactory progress. | | |
| O Upgrade to acceptable progress with reservation | | |
| O Progress issues have not been resolved and a report, which includes a list of milestones/tasks to is attached to this form. | 3 month period of conditional be completed by the student | al candidature is recommended; a detailed during the conditional candidature period, |
| At the end of the period of conditional candidature determine if the requirements have been met. In the be terminated, or transferred to a lower level program | event that the requirements a | |
| Print name legibly | Sign here | Date |
| Head of School/Discipline or Postgraduate Co-ordinate | ator or Deputy Head or Senio | or academic* (Delete as appropriate.) |
| *Please note that if the Head is also one of the super the Postgraduate Co-ordinator is one of the supervi- both Head and Postgraduate Co-ordinator are sup Deputy Head is also a supervisor, the certification m | isors, then the Head or Depo pervisors, then the Deputy H | uty Head must provide the certification. If ead must provide the certification. If the |
| Section C3: Certification by student | | |
| I certify that I have made my own assessment of my have discussed my assessment with my supervisor(School/Discipline's recommendation in Section C2. | | |
| † Note that if you disagree with your School/Disciplir of the Dean of Graduate Studies. Refer to Question | | ach a report in confidence for the attention |
| Student sign here | | Date |
| Lodgement details | | |

Please lodge this form, by no later than 15 April 2022, (or the next working day if this date falls on a weekend or public holiday), email a scanned copy to graduate.research@adelaide.edu.au (a confidential statement for the attention of the Dean of Graduate Studies may be provided as a separate attachment if required).

It is recommended that you retain a copy of the completed and signed review for your records.

Further Information

Ph: (08) 8313 5882

Email: graduate.research@adelaide.edu.au

www.adelaide.edu.au/graduate-research web: www.adelaide.edu.au/graduate-research