Return the completed form to the

Adelaide Graduate Research School

Graduate.research@adelaide.edu.au



MINOR REVIEW OF PROGRESS

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

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 Minor Review of Progress unless:

- You first enrolled during the current calendar year;
- 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..

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 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).

Section A

To be completed by the Student:

Review of Progress and Planning

| review period | |
|---------------------------------------|--|
| Yes | O No |
| 'No", please outli | ine the issue(s) below and the impact they have had on the progress of your research. |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| Aro you and y | your remote supervisor in regular communication with your Adelaide supervisor(s) about the |
| ı. Are you and y direction and | your remote supervisor in regular communication with your Adelaide supervisor(s) about the progress of your research? |
| direction and | progress of your research? |
| direction and | your remote supervisor in regular communication with your Adelaide supervisor(s) about the progress of your research? ○ No |
| direction and Yes | progress of your research? O No |
| direction and Yes D. Are you satisf | progress of your research? O No fied with the level of supervisory support you have received during the review period? |
| direction and Yes D. Are you satisfy | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |
| direction and Yes D. Are you satisfy | progress of your research? O No fied with the level of supervisory support you have received during the review period? |
| direction and Yes D. Are you satisfy | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |
| direction and Yes D. Are you satisfy | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |
| direction and Yes D. Are you satisfy | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |
| direction and Yes D. Are you satisfy | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |
| direction and Yes Are you satisfyes | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |
| direction and Yes Are you satisfyes | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |
| direction and Yes Are you satisfyes | progress of your research? O No fied with the level of supervisory support you have received during the review period? O No |

| The University has a four-stage process to assist in the resolution of student grievances. For further information, section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matches the Education Welfare Officers are also available to provide you with confidential advice and assistance in with complaints (telephone 8313 5430). | ndbook |
|--|---------|
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter the Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in our confidential advice and assistance in the confidential | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistan | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistan | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter than the Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance i | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in the sec | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in the sec | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter than the Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance i | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in the sec | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in t | ndbook |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the mather Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in t | ndbool |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the mather Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in t | ndbool |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the mather Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's attached the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in the se | ndbool |
| section, "Grievances and Problems during Candidature", in the Research Student Har (http://www.adelaide.edu.au/graduate-research/current-students/handbook) and the University's "Student Grie Resolution Process" at https://www.adelaide.edu.au/student/grievance/ Please note: If you feel unable to raise your problem/grievance within your School/Discipline, you may refer the matter Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in the second confidential advice and assistance in t | ndbook |
| the Dean of Graduate Studies. You may do this by attaching a separate confidential written report for the Dean's att Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in c | |
| | tention |
| Section B To be completed by the Principal Supervisor on behalf of the Supervisory Panel, following discussion with all superv | visors. |
| Accessment of Student Dreames | |
| Assessment of Student Progress | |
| Please summarise the student's progress during the review period (i.e. since the student's last Annual Review of Progress (or Pre-submission Review) or, if they have not yet undertaken an Annual Review, s the start of candidature): | ince |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

| Academic background | | Financial | |
|--|---|-----------------------------------|---|
| Settling in (for transferring s | tudents) | ☐ English | |
| Experimentation | | Access to resource | s |
| Understanding the work exp | pected | ☐ Health/Personal | |
| Communicating with people | | ☐ Supervision | |
| For any impediment(s to resolve disagreeme | | | es that have been, or will be taken |
| | | | |
| | | | |
| . Any other comments: | | | |
| | | | |
| | | | |
| C1: Certification by LL supervisors must print rogress detailed in the preduction of the preduction o | Supervisor(s). their names legibly a ceding section. | | n agreement with the assessment e Postgraduate Co-ordinator/Head |
| rogress detailed in the pred | Supervisor(s). their names legibly a ceding section. ogress of the student | | |
| C1: Certification by LL supervisors must print rogress detailed in the preduction of the preduction o | Supervisor(s). their names legibly a ceding section. ogress of the student O No | t's work with the student and the | e Postgraduate Co-ordinator/Head |
| C1: Certification by LL supervisors must print rogress detailed in the pred Ve have discussed the print chool/Discipline. Yes | Supervisor(s). their names legibly a ceding section. ogress of the student O No | t's work with the student and the | e Postgraduate Co-ordinator/Head |
| C1: Certification by LL supervisors must print rogress detailed in the preduction of the preduction o | Supervisor(s). their names legibly a ceding section. ogress of the student O No | t's work with the student and the | e Postgraduate Co-ordinator/Head |

Page **4** of **5**

Updated 17 January 2024

| C2: Certification by the Head of School/ | Discipline or Pos | tgraduate Co-ordinator | | | |
|---|---|---|--|--|--|
| After interviewing the student and where deemed necess other appropriate* staff member makes their progress recO Made acceptable progress. | | | | | |
| O Made acceptable progress, but with some reservation. | | | | | |
| Please attach supporting evidence if the space provide | ed in Section B is insuffi | cient. | | | |
| O Made unsatisfactory progress. | | | | | |
| O Upgrade to acceptable progress with reservations | 0 0 | ' | | | |
| O Progress issues have not been resolved and a 3 m report, which includes a list of milestones/tasks to be c is attached to this form. | | | | | |
| At the end of the period of conditional candidature, the determine if the requirements have been met. In the ever be terminated, or transferred to a lower level program. | | | | | |
| Print name legibly | Sign here | Date | | | |
| Head of School/Discipline or Postgraduate Co-ordinator | | or academic* (Delete as appropriate.) | | | |
| *Please note that if the Head is also one of the supervisors the Postgraduate Co-ordinator is one of the supervisors both Head and Postgraduate Co-ordinator are supervisor Deputy Head is also a supervisor, the certification must be | , then the Head or Dep sors, then the Deputy H | uty Head must provide the certification. If lead must provide the certification. If the | | | |
| Section C3: Certification by student | | | | | |
| I certify that I have made my own assessment of my prophave discussed my assessment with my supervisor(s) are School/Discipline's recommendation in Section C2. | | | | | |
| † Note that if you disagree with your School/Discipline's a of the Dean of Graduate Studies. Refer to Question 4 in | | tach a report in confidence for the attention | | | |
| Student sign here | - | Date | | | |
| Lodgement details | | | | | |
| Please lodge this form, by no later than 15 April, (holiday), email a scanned copy to graduate.reseathe Dean of Graduate Studies may be provided as | rch@adelaide.edu.au (a | a confidential statement for the attention of | | | |
| | | | | | |

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