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**Adelaide Graduate Centre**

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**THE UNIVERSITY**  
*of* **ADELAIDE**

# Offshore 3-Monthly Progress Review

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

Students in the following situations should complete the Offshore 3-Monthly Progress Review:

- a) If you are on study leave and unable to return to Adelaide because of COVID-19 travel restrictions;
- b) If you have commenced your candidature offshore and have committed to a research plan that provides for you to remain offshore for a flexible period of up to 9 months (subject to extension based on Australian travel restrictions).

## Student details (to be completed by student)

Student's full name:	
Student ID No:	
Current scholarship holder:	<input type="radio"/> Yes <input type="radio"/> No
Scholarship name:	
Program name:	
School/Discipline:	
International student:	<input type="radio"/> Yes <input type="radio"/> No
Date left Adelaide:	
Preferred date of return to Adelaide:	
Current location: Country and City:	

## Section A

To be completed by the Student:

### Review of Progress and Planning

1. Please describe briefly the extent of the work completed during the last 3 months.

**2. Have you had adequate access to the resources and facilities required to undertake your research during the review period?**

Yes  No

If "No", please outline the issue(s) below and the impact they have had on the progress of your research.

**3. How often do you meet with your supervisors about the direction and progress of your research by Zoom/Skype/other means?**

- More than once per week
- Once per week
- Once per fortnight
- Once per month
- Less often

**4. Are you satisfied with the level of supervisory support you have received during the review period?**

Yes  No

If "NO", please provide details below, quantifying any disruption to the progress of your research.

**5. Please provide details of any other concerns/problems/grievances that have impacted on your research progress during the review period.**

The University has a four-stage process to assist in the resolution of student grievances. For further information, see the section, "Grievances, Complaints and Problems during Candidature", in the Research Student Handbook ([www.adelaide.edu.au/graduatecentre/handbook/](http://www.adelaide.edu.au/graduatecentre/handbook/)) and the University's "Student Grievance 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 to the Dean of Graduate Studies. You may do this by emailing the Dean of Studies directly at: [dean.gradstudies@adelaide.edu.au](mailto:dean.gradstudies@adelaide.edu.au). Note that the Education Welfare Officers are also available to provide you with confidential advice and assistance in dealing with complaints (telephone+61 8 8313 5430 [studentcare@adelaide.edu.au](mailto:studentcare@adelaide.edu.au)).

## Section B

To be completed by the Principal Supervisor on behalf of the Supervisory Panel, following discussion with all supervisors.

### Assessment of Student Progress

1. If difficulties with any of the following have affected progress during the review period, please tick the relevant box(es).

- |  |  |
|--|--|
| <input type="checkbox"/> Academic background             | <input type="checkbox"/> Financial           |
| <input type="checkbox"/> Connectivity (internet etc.)    | <input type="checkbox"/> English             |
| <input type="checkbox"/> Experimentation                 | <input type="checkbox"/> Access to resources |
| <input type="checkbox"/> Understanding the work expected | <input type="checkbox"/> Health/Personal     |
| <input type="checkbox"/> Communicating with people       | <input type="checkbox"/> Supervision         |

2. Please outline the steps that have been, or will be taken, to resolve any impediment(s) to progress identified above.

3. Does the student have sufficient work to maintain a full-time enrolment status for the next 3 months, or until their planned return date to Adelaide?

- Yes                       No

If "NO", please provide details on how this will be managed.

4. Any other comments:

## Section C: Certification

### C1: Certification by Supervisor.

During this review period the student has:

- Made acceptable progress.
- Made acceptable progress, but with some reservation.  
Please attach supporting evidence if the space provided in Section B is insufficient.
- Made unsatisfactory progress.  
Please attach supporting evidence if the space provided in Section B is insufficient.

\_\_\_\_\_  
Principal Supervisor name

\_\_\_\_\_  
Sign here

\_\_\_\_\_  
Date

### Endorsement by Postgraduate Coordinator

\_\_\_\_\_  
Postgraduate Coordinator name

\_\_\_\_\_  
Sign here

\_\_\_\_\_  
Date

### Section C2: Certification by student

I certify that I have made my own assessment of my progress during the review period, as indicated in Section A above. I have discussed my assessment with my supervisor(s) and I agree† with my supervisor(s)' comments in Section B and the recommendation in Section C1.

† Note that if you disagree with your Supervisor's assessment, you may attach a report in confidence for the attention of the Dean of Graduate Studies. Refer to Question 4 in Section A above.

\_\_\_\_\_  
Student sign here

\_\_\_\_\_  
Date

[www.adelaide.edu.au/graduatecentre](http://www.adelaide.edu.au/graduatecentre)

#### Further Information

**Ph:** (08) 8313 5882

**Email:** [graduatecentre@adelaide.edu.au](mailto:graduatecentre@adelaide.edu.au)

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