



Monthly Progress Report

Month:.....

Student No:.....

Project Title:

Instructions:

1. The objective of this progress report is to help students to complete their research project in time and to help the supervisors to track the progress of their students.
2. This report contains 3 sections. The student must submit this report to the supervisor after completing Sections A and B. The supervisor will complete the Section C and send the report to the Coordinator /M.Sc. Research Projects.
3. Submitting monthly progress reports in a timely manner is a responsibility of the student. Failing to submit monthly progress reports may affect the final grade obtained for the project.

Section A - Current status of the project:

Section B - Work carried out during the last month:

Section C – (To be completed by the supervisor)

Instructions: Please complete the following section and return the report to the Coordinator /M.Sc. Research Projects directly.

(Tick the appropriate cell)

	Good	Satisfactory	Needs improvement	Not satisfactory
Current status of the project				
Work carried out during the last month				
Timely completion of work according to the initial proposal				
Maintaining regular contacts with the supervisor				

Are you satisfied with the present overall progress of the research? Yes/No

Do you see any serious problems in the current work that may affect the timely completion of the project? Yes/No

Comments (please comment on problems, recommendations, improvements, etc.):

Name of the supervisor: Prof./Dr/Mr/Ms.....

Signature:.....

Date:.....