

**Record of Tutorial**

Student and Supervisor   
Postgraduate Taught

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| **Personal Details** | | | | | |
|  | | | | | |
| **Student Name:** |  |  | **Date of Tutorial:** |  | |
| **Student (QLS) ID:** |  |  | **Account ID:** |  | *@students.lincoln.ac.uk* |
| *3 Letters + 8 Digits located on your Student ID card.* | |  | *8 Digits of your student email address.* | | |
| **Programme Title:** |  |  | **Supervisor Name:** |  | |
| *e.g. MSc Computer Science* | |  |  | | |

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| **Current Situation** | | *If you are completing this form online, please click on the checkboxes to mark them accordingly. Please X the box that is your answer.* | | | | |
| Student is currently in the UK | | | |  | Student has returned to their home country | |
| How has the student maintained contact with their Supervisor regarding their progress? | | | | | | |
| Microsoft Teams | Skype | | Email | Telephone | | Other (please specify) |
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| **Progress on work** |
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| **Objectives to complete for next tutorial** | |
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| **Proposed date of next tutorial:** |  |

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| --- | --- | --- |
|  |  |  |
| **Signature of Supervisor** |  | **Signature of Student** |

*Email the completed form to* [*sepsadmin@lincoln.ac.uk*](mailto:sepsadmin@lincoln.ac.uk)