

Kirkhouse Trust

Supporting research and education
in the biological sciences

ANNUAL SUPERVISOR MEETING REPORT

To be completed by the student

Name of student:

Year of study:

1st year

2nd year

3rd year

4th year

Name of supervisor:

Projected date of completion:

Title of project:

Log of meeting dates:

Date:

This meeting took place:

Face-to-face

On the phone

Date:

This meeting took place:

Face-to-face

On the phone

Date:

This meeting took place:

Face-to-face

On the phone

Date:

This meeting took place:

Face-to-face

On the phone

Are agreed notes kept on the outcomes of formal meetings?

Yes

No

Do you have copies of those notes?

Yes

No

Do you have sufficient access to your supervisor(s)?

Yes

No

Comment on the usefulness of meetings with your supervisor(s)

How satisfied are you with the supervision you have received? (What has been useful to you? What needs improving?)

Student self-evaluation

Performance – Please rank your performance in each of the areas below:

	Excellent	Good	Satisfactory	Unsatisfactory
Industriousness				
Research progress				
Research skills (originality / judgement)				
Academic work				
Ability to write				
Ability in oral expression				
Motivation				

1st year students only: Courses completed to date:

Course title:

Grade achieved:

Course title:

Grade achieved:

Course title:

Grade achieved:

Course title:

Grade achieved:

Course title:

Grade achieved:

Additional comments: