

INSTITUTE FOR POSTGRADUATE STUDIES

POSTGRADUATE PROGRAMME

APPLICATION FOR PROGRESS REPORT (for Structure A only)

Note to student:

For Renewal of Visa: This form should be submitted to IPS. The letter for renewal of student visa will be ready within **three (3)** working days.

PART I: TO BE COMPLETED BY THE CANDIDATE

NAME		STUDENT ID	
PROGRAMME		FACULTY	
		CAMPUS	
		MODE OF STUDY	
NATIONALITY		GENDER	
REGISTRATION (DD/MM/YYYY)		END OF CANDIDATURE (DD/MM/YYYY)	
CONTACT NUMBER		EMAIL	
CORRESPONDENCE ADDRESS			
THESIS TITLE			
I declare that all information provided are accurate. _____ Student's Signature _____ Date			

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PART II: PROGRESS REPORT BY SUPERVISORS - To be completed by the Supervisors.

Remarks on student's progress:

Percentage of Completion					
Stage	Completed Research Proposal Defence	Completed Data Collection	Completed Analysis	Completed Draft Thesis	Completed Thesis Seminar
Percentage (as guidelines only)	30%	40%	60%	80%	90%

SUPERVISOR: _____
(Signature & Stamp)

CO-SUPERVISOR: _____
(Signature & Stamp)

PART III: RECORDS OF MEETINGS WITH SUPERVISORS

Month	Meeting Date	Signature and Stamp of Supervisor	Signature and Stamp of Co-Supervisor	Remarks

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* Attach additional sheets if required

Month	Meeting Date	Signature and Stamp of Supervisor	Signature and Stamp of Co-Supervisor	Remarks

Remarks:

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PART IV: FOR INSTITUTE FOR POSTGRADUATE STUDIES USE

Received and Verified by IPS Manager/Assistant Manager: -

NAME: _____

SIGNATURE AND OFFICIAL STAMP: _____

DATE: _____