RESEARCH PROGRESS REPORT
Semester [ ] , Session [ ] / [ ]

No of semester of studies [ ]
(For student who is registering research in the current semester)

SECTION A : STUDENT
Personal Details

<table>
<thead>
<tr>
<th>Matric No</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Kulliyyah/Institute</td>
<td></td>
</tr>
<tr>
<td>Programme</td>
<td>☐ PhD ☐ MASTER</td>
</tr>
</tbody>
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Number of extension already taken: [ ]

Dissertation/Thesis Writing Progress

<table>
<thead>
<tr>
<th>Number of Chapters Completed</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Chapters Approved</td>
<td></td>
</tr>
<tr>
<td>Number of Chapters yet to be Written</td>
<td></td>
</tr>
</tbody>
</table>

Expected Date for Submission of Dissertation/Thesis : [ ] / [ ] / [ ]

EXCERPT FROM POSTGRADUATE REGULATIONS (REVISED 2015)
A student will be dismissed from the programme upon the recommendation of the KPGC and approval of the UCPS if he/she obtains an ‘Unsatisfactory Progress (UP)’ grade for two (2) consecutive semesters
1. Research Progress according to study plan.

Remarks:

Please use the scale below to assess the following:

- Poor (1)
- Fair (2)
- Good (3)
- Very Good (4)
- Excellent (5)

2. Student’s Performance

   a. Commitment
   b. English/Arabic Language Proficiency
      i. Written
      ii. Oral
   c. Work Quality and Efficiency
   d. Ability to Work Independently
   e. Integrity and Discipline

3. Frequency of ‘face-to-face’ Consultation:
   - Never
   - 1-3 times
   - 4-6 times
   - 7-9 times
   - More than 10 times

   Other forms of communication:

Overall Performance

<table>
<thead>
<tr>
<th>Type of Progress</th>
<th>Main Supervisor</th>
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<tbody>
<tr>
<td>Satisfactory</td>
<td></td>
</tr>
<tr>
<td>Unsatisfactory</td>
<td></td>
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</tbody>
</table>

*Marks will be graded as follows:

- IP (In progress)
- Satisfactory & Mediocre
- UP (Unsatisfactory)
- Unsatisfactory

Signature & Official Stamp

** If Applicable

Note: Supervisor shall submit the form to the Postgraduate Office of the respective Kulliyahs.
SECTION C : HEAD OF DEPARTMENT / PG COORDINATOR
Recommendation

Based on the progress report, the department **RECOMMENDS / DOES NOT RECOMMEND** the student to continue his/her registration.

Date:  
Signature & Official Stamp:  

SECTION D : DEPUTY DEAN (POSTGRADUATE AND RESEARCH)
Approval

The Kulliyyah/Institute **APPROVES / DOES NOT APPROVE** the student to continue his/her registration as follows:-

- Continue Register
- Continue Register with extension period

Remarks :

Date:  
Signature & Official Stamp:  

FOR OFFICE USE ONLY (CPS)

<table>
<thead>
<tr>
<th>Date Received by CPS Examination Unit</th>
<th>Result Updated Date</th>
<th>By</th>
</tr>
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<tbody>
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