**Progress Report**

**Meeting between Thesis Advisory Committee and Doctoral Researcher**

Please complete the form (4 pages) during the meeting and

send it by email, signed by all attendees, to:

[promotion@med.uni-augsburg.de](mailto:promotion@med.uni-augsburg.de) **||** Subject: Progress Report\_your name

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| **General information** |
| **Doctoral Researcher**  Family Name:  First Name: |
| **Title of thesis**    **Projected date of completion:** |
| **Date** of previous meeting/start-up meeting: |

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| **Meeting** |
| **Date of meeting:** |
| **Supervisors and members of the TAC Committee attending the meeting:**  1.  in person via video conference via phone  2.  in person via video conference via phone  3.  in person via video conference via phone  4.  in person via video conference via phone  Extraordinary meeting with *(place, date)* |

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| **Progress & achievements, difficulties encountered, actions to be taken** |
| 1. **Achievements**   What has the candidate achieved since the last meeting?     1. **Potential difficulties:**   What factors have proven difficult and may have slowed down the project? |
| 1. **Possible adjustments to project or doctoral education:**   General framework (e.g., supervision, courses etc.):    Scientific framework (adjustments within the project):    **For final year candidates only:**  Do you expect the candidate to submit the thesis within the anticipated timeframe? |

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| **Research training plan for the next period** |
| **A. Scientific work program**  (Examples: establishment of new method, participation at conferences etc.) |
| **B. Educational program** (what actions are recommended for the next period e.g., lecture, language courses, workshops, practical courses, transferable skill courses, research stay abroad) |

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| **Next Meeting** |
| **Projected date of next meeting:** |

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| **Additional comments** |
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| **Final evaluation** (only to be filled by TAC during the last meeting prior to thesis submission) |
| The TAC is asked to evaluate the candidate’s work based on the following criteria:  1. Quality and Scope of the Research Work (incl. scientific rigor, originality, and significance of the research; consider the coherence and depth of the research questions, methodologies, and conclusions)  2. Publications and Research Output (published, accepted, submitted, or in preparation; comment on the candidate’s contribution to each publication)  3. Overall Scientific Achievements (assess the candidate’s development as an independent researcher; consider technical competence, critical thinking, and problem-solving skills; evaluate contributions to collaborations, presentations at conferences, and participation in scientific discussions)  4. Readiness for Thesis Submission (discuss whether the body of work is sufficient in depth and completeness for a doctoral thesis; confirm that the candidate is ready to proceed to thesis writing and defence)  5. Recommendations (clearly state whether the TAC recommends that the candidate proceeds to thesis submission; optionally, provide advice on thesis structure, remaining tasks, or areas requiring attention during writing) |

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| **Signatures** |
| **Main Supervisor Name**:  Signature:………………………………………………… Date……………………………  **1st Co-supervisor Name**:  Signature:………………………………………………… Date……………………………  **2nd Co-supervisor Name**:  Signature:………………………………………………… Date……………………………  **3rd Co-supervisor Name**:  Signature:………………………………………………… Date……………………………  **2nd TAC member Name:**  Signature:………………………………………………… Date……………………………  **3rd TAC member Name:**  Signature:………………………………………………… Date…………………………… |
| **Doctoral Researcher Name:**  Signature:………………………………………………… Date…………………………… |