(AC)³ IRTG – Doctoral Committee members' feedback form

Doctoral student:	Second DC member (DC2):
Advisor (DC1):	Third DC member (DC3):
Project start date:	Estimated thesis submission date:
Meeting date:	Funding source:

Current report: ☐ Research Plan   Progress Report ☐ 1   ☐ 2   ☐ 3   ☐ …. ☐ without indication of the number

Are you in regular contact with the student? (please give approximate frequency)
DC1:   DC2:   DC3:

1   Progress of the doctoral research project (comments may be given or expanded overleaf)

a) The minutes - if available - of the last meeting on __/__/20__ ☐ *have* / ☐ *have not* been accepted.

b) Please rate the current detailed research plan, progress report or paper draft and <u>give him/ her/ them feedback accordingly</u>.

☐ very good ☐ needs some adjustments   ☐ needs major changes ☐ _____

c) Please rate the project's progress so far.

☐ according to plan ☐ slight delays ☐ considerable delays ☐ _____

<u>If considerable delays occurred</u>, (1) please briefly state their cause and their estimated extend.

(2) Please propose a mitigation strategy.

(3) Do you think it is realistic for the student to continue to pursue a doctoral degree? ☐ yes ☐ no ☐ n.a.
If no, what do you suggest?

d) Are any changes needed in the supervision agreement?   ☐ yes ☐ no
If yes, update the agreement and submit it to the IRTG office.

e) Has a timetable for the next phase of the project been agreed with the student?

f) Has the student familiarised him-/ her-/themself adequately with relevant academic literature?

2   Networking and personal development

a) Has the student given a presentation (poster/ talk) in this reporting   ☐ intern ☐ extern
period?
If yes, was it satisfactory? ☐ yes ☐ no

If "no" for either, please comment briefly

b) Are any external meetings / stays planned?   □ Conference   □ Summer School / Course   □ Other _____ (please specify)
Please give details (Title, location, date)

For joint meetings, please print, fill out and sign a single form; for separate meetings between a doctoral student and his/her/their DC members, each member should fill out a separate form.

3   Training needs

a) Does the student have any (further) training needs?   □ yes □ no
Please consider any academic, technical, language, presentation, social and transferable ("soft") skills.
b) If yes, please specify: (1) type of training:
(2) where it could be obtained (if known)?
(3) when it is planned?
(4) would you need support from the IRTG to organise it? □ yes □ no
Space for further comments

4   Next report and next meeting

The next progress report is due at the IRTG office by _____ [date] (Doctoral Committee to set a date approx. 9 (±2) months after current deadline). Note: the next report should be send to the DC members at least 1 month before this date. You might also want to fix a date for your next meeting at least 2 weeks before this due date.

Advisor & first DC member   _____   Date _____

Second doctoral committee member   _____   Date _____

Third doctoral committee member   _____   Date _____

Doctoral student   _____   Date _____

NOTE: Students must not sign this form until the doctoral committee members have completed their sections and signed it.

Doctoral students: Send a **scan of the signed Doctoral Committee members' feedback form(s)** along with a **PDF of your research plan or progress report** to irtg@ac3-tr.de by the deadline (see your supervision agreement for the former and the last feedback form for the latter).