# Doctoral Committee members’ feedback form

<table>
<thead>
<tr>
<th>Doctoral student:</th>
<th>Second DC member (DC2):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisor (DC1):</td>
<td>Third DC member (DC3):</td>
</tr>
<tr>
<td>Project start date:</td>
<td>Estimated thesis submission date:</td>
</tr>
<tr>
<td>Meeting date:</td>
<td>Funding source:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current report:</th>
<th>Research Plan</th>
<th>Progress Report</th>
<th>□ 1</th>
<th>□ 2</th>
<th>□ 3</th>
<th>□ ....</th>
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**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 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 give him/her feedback accordingly.

- □ very good
- □ needs some adjustments
- □ needs major changes
- □ _______________

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

- □ according to plan
- □ slight delays
- □ considerable delays
- □ _______________

If considerable delays occurred, (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

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 GSGS office.

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

f) Has the student familiarised him/herself adequately with relevant academic literature?

## 2  Networking and personal development

a) Has the student given a presentation in this reporting period? If yes, was it satisfactory?

If “no” for either, please comment briefly.

b) Has the student attended any external meetings? If so, please state whether as an observer or presenting a poster / giving a talk.

c) Are any external meetings / stays planned? □ Conference □ Summer School / Course □ Other

- _______________ (please specify)

Please give details (Title, location, date)

Will GSGS funding be applied for? □ yes □ no

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

Version 1.0 (12/11/2014)
3 Training needs

<table>
<thead>
<tr>
<th>a) Does the student have any (further) training needs?</th>
<th>□ yes □ no</th>
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<tbody>
<tr>
<td>Please consider any academic, technical, language, presentation, social and transferable (“soft”) skills.</td>
<td></td>
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<table>
<thead>
<tr>
<th>b) If yes, please specify: (1) type of training:</th>
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<tbody>
<tr>
<td>(2) where it could be obtained (if known)?</td>
</tr>
<tr>
<td>(3) when it is planned?</td>
</tr>
<tr>
<td>(4) would you like the GSGS to organise it?</td>
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</tbody>
</table>

Space for further comments

4 Next report and next meeting

The next progress report is due at the GSGS office by ________________ [date] (Doctoral Committee to set a date 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 detailed research plan or progress report to gradschool-geosci@uni-koeln.de by the deadline (see your supervision agreement for the former and the last feedback form for the latter). Do not forget to include a scan of the signed “Activities” form, if you want to accrue any GSGS points.