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|--|-----------------------------------|
| Doctoral candidate:  | Second DC member (DC2):           |
| Advisor (DC1):   | Third DC member (DC3):            |
| Project start date:  | Estimated thesis submission date: |
| Meeting date:  | Funding source:                   |
| Current report: <input type="checkbox"/> Research Plan                      Progress Report <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> .... |                                   |

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

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

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|--|
| a) The minutes of the last meeting on __/__/20__ <input type="checkbox"/> have / <input type="checkbox"/> have not been accepted.  |
| b) Please rate the current detailed research plan, progress report or paper draft and <u>give him/her feedback accordingly</u> .<br><input type="checkbox"/> very good            needs some adjustments            needs major changes            _____ |
| c) Please rate the project's progress so far.<br><input type="checkbox"/> 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 candidate to continue to pursue a doctoral degree? <input type="checkbox"/> yes <input type="checkbox"/> no<br>If no, what do you suggest?  |
| d) Are any changes needed in the supervision agreement? <input type="checkbox"/> yes <input type="checkbox"/> no<br>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 candidate?   |
| f) Has the candidate familiarised him/herself adequately with relevant academic literature?  |

**2 Networking and personal development**

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| a) Has the candidate given a presentation in this reporting period? If yes, was it satisfactory? If "no" for either, please comment briefly.  |
| b) Has the candidate 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? <input type="checkbox"/> Conference <input type="checkbox"/> Summer School / Course <input type="checkbox"/> Other<br>_____ (please specify)<br>Please give details (Title, location, date)<br>Will GSGS funding be applied for? <input type="checkbox"/> yes <input type="checkbox"/> no |

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



**3 Training needs**

|  |  |
|--|--|
| a) Does the candidate have any (further) training needs? <input type="checkbox"/> yes <input type="checkbox"/> no<br>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 like the GSGS to organise it? <input type="checkbox"/> yes <input type="checkbox"/> no   |  |

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 candidate               | _____ | Date _____ |

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

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Doctoral candidates: Send **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](mailto: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.