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**Record of Advisory Panel Meeting**

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|  | **[Student Name]** |
| **Date of Meeting: [DATE]** | **[Student Email]**completed by the IMPRS Office/ PhD student sstuStudndSTUSD Stru |

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| Student Data  |

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| Advisory Panel |
|  | Name  | Phone | Email |
| **Principal Advisor** |  |  |  |
| **Co-Advisor** |  |  |  |
| **Third Advisor** |  |  |  |

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| --- |
|  University registration / PhD studies |
| **University Department:** |  |
| **Erstgutachter:** |  |
| **Zweitgutachter:** |  |
| **Thesis title (working title):** |  |
| **PhD registration start date:** |  |

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| --- |
| Funding and academic term in IMPRS-UFAST |
| **Funding method:** | [contract, stipend] |
| **Funding institution:** |  |
| **IMPRS-UFAST term:** | From: |  | To: |  |

|  |
| --- |
| Academic training completed |

completed by the IMPRS Office / PhD student

|  |
| --- |
| Courses/ seminars |
| Name | Type | Academic term | Credits  |
|  | [CC, FC, SS, AC] | [WS 14/15, SS15] |  |

|  |
| --- |
| Conferences / workshops |
| Title and Place | Activity  | Dates |
|  | [talk, poster, participation] |  |

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| --- |
| Publications |
| [bibliogr.entries] |

To be completed by Advisory Panel

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| --- |
| Assessment of status and progress of PhD research  |

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| --- |
| General status and progress of PhD research (general evaluation of progress, interdisciplinary nature of the research; mile stones reached; expected “deliverables”) |
|  |
| **Evaluation of methodology and tools** |
|  |
| **Problems encountered** |
|  |
| **Time schedule** (review of the original time frame; likelihood that the research is completed within 3 years; in case of delays: discussion of reasons, lists of breaks; refer to attached time schedule) |
|  |

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| Prospects after completion of thesis (for final year students only)  |
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| SUMMARY To be completed by Advisory Panel |
|  |
| **Overall Quality of PhD research up to date** |
| [ ]  excellent [ ]  very good [ ]  good [ ]  satisfactory [ ]  not satisfactory Comments: |

|  |
| --- |
| Required/Agreed modifications of research plans (research questions/sub-topics, tools, methodology, time schedule, deliverables) |
|  |

|  |
| --- |
| Academic courses and training  |
| Took appropriate courses | [ ]  yes [ ]  no |
| Publishes papers | [ ]  yes [ ]  no |
| Attends conferences | [ ]  yes [ ]  no |

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| --- |
| Actions required for the successful completion of the PhD thesis (including any required academic extensions beyond 3 years) |
|  |

**Date of next Advisory Panel meeting (provisional):**

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 Principal Advisor Co-Advisor Third Advisor

**Please complete and sign the form at the end of the AP meeting. Return to the IMPRS Office and include any materials that are handed in by the student.**