



**KENYATTA UNIVERSITY
GRADUATE SCHOOL**

PROGRESS REPORT

This should be completed by the student and forwarded through the Department. Postgraduate Students are required to consult with supervisors at least **once** a month and to submit the progress report after every four months (end of every trimester).

SECTION I – Student’s Details

Student’s Name _____
Reg. No: _____ Ph.D / Masters _____ Full/Part Ttime _____
Phone _____ Email _____
Department of _____
School of _____

Thesis or Project Title _____

SECTION II – Progress on Thesis/Project and Publication(s)

- i. ORIGINAL WORK PLAN (attach a copy of work plan)
- ii. **Summary and Proportion of Work Completed on:**

A. Thesis/Project _____

B. Publication(s) _____

iii. Constraints, Problems/Suggestions _____

iv. Work Plan for the Next Four Months (Trimester)

A. Work plan for Thesis/Project _____

B. Work plan for Publication(s) _____

Signature _____ DATE _____
Student

SECTION III – Comments and Endorsements

i. University Supervisors' Comments (Attach Supervision Tracking Form)

a) Date of Last Three Meetings

- 1. _____
- 2. _____
- 3. _____

b) Progress so far made as per work plan

1st Supervisor: _____ Signature _____ Date _____

2nd Supervisor: _____ Signature _____ Date _____

3rd Supervisor: _____ Signature _____ Date _____

ii. **Comments by Chairman of The Departmental Board of Postgraduate Studies Committee**

Name: _____ Signature _____ Date _____

iii. **Comments by Chairman of Department** _____

Name: _____ Signature _____ Date _____

iv. **Comments by the Dean of the relevant school** _____

Name: _____ Signature _____ Date _____

v. **Comments By Dean, Graduate School**

Name: _____ Signature _____ Date _____

REMARKS

- It is a requirement by the Commission for University Education that all Masters students publish at least one paper and PhD students publish at least two (2) papers before Graduation.
- Evidence of publication(s) or acceptance of manuscript(s) must be made available before thesis submission.