

**Instructions:**

1. Student is to complete Section I and submit to the Main Supervisor.
2. Main Supervisor is to complete section II and submit to the KPPS Faculty.
3. KPPS faculty is to present the completed form to the Faculty's Graduate Academic Committee and Faculty's Academic Committee for approval and endorsement at the end of each semester.
4. KPPS faculty uploads the result into the IRES system to generate the student academic status.

SECTION I (To be filled by student in CAPITAL LETTERS)

Name :

I.C No/Passport No. :

Student ID No :

Programme Code :

Faculty :

Thesis Title :

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Semester: MARCH SEPTEMBER Year

SUPERVISOR	NAME	FACULTY / INSTITUTION
Main Supervisor		
Co-Supervisor 1		
Co-Supervisor 2		
Co-Supervisor 3		

Please provide information on your publications and paper presentations from semester one until the current semester. Attach an appendix, if necessary.

A. List of Publications

NO.	TITLE OF PAPER / ARTICLE	NAME OF PUBLISHER / JOURNAL	DATE
1.			
2.			
3.			
4.			
5.			

B. List of Paper Presentations

NO.	TITLE OF PAPER / ARTICLE	NAME OF CONFERENCE / SEMINAR / WORKSHOP	DATE
1.			
2.			
3.			
4.			
5.			

SECTION II: Supervisor's Report

1. Frequency of consultations/meetings with supervisor for the present semester

Never
 1 - 3
 4 - 6
 6 - 8
 9 - 10
 More than 10

Other forms of communication e.g.: e-mail, mail, telephone (please elaborate):

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2. Candidate's Rating (Please rate the candidate based on the following criteria)

NO.	CRITERIA	PLEASE TICK (✓) FOR EACH CRITERION				
		Poor	Fair	Good	Very Good	Excellent
i	Amount of work done					
ii	Quality of work					
iii	Commitment and dedication in pursuing studies					
iv	Punctuality and self-discipline					
v	Ability to work independently					
vi	Critical and analytical thinking					
vii	Communication skills & language proficiency					
viii	Time management and human relations					
ix	Attendance (where applicable e.g.: attends required lectures / audit courses)					

3. Overall Research Progress

| 1 | 2 | 3 | 4 | 5
Poor Fair Good Very Good Excellent

Remarks (Please state candidate's stage of progress e.g. proposal / pilot of study / data analysis / writing stage, etc.)

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4. Supervisor's recommendation

NO.	RECOMMENDATION	PLEASE TICK (✓)
1.	I recommend that the candidate proceed to the following semester. (Note: Consistent overall rating of 3 and above)	
2.	This candidate is to be given a first warning on the need to improve his/her overall performance. (Note: Consistent overall rating of 1 – 2)	
3.	This candidate is to be given a second warning on the need to improve his/her overall performance. (Note: Consistent overall rating of 1 – 2)	
4.	This candidate is to be given a third warning on the need to improve his/her overall performance. (Note: Applies to PhD candidates)	
5.	This candidate has not demonstrated an acceptable level of performance to proceed with his/her study.	
6.	Others (Please specify):	

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Name and Signature of Main Supervisor

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Date

SECTION III (Results of application is subjected to JKAPS approval)

The Committee has met on _____ (date of meeting) and recommends the following:

NO.	EVALUATION	CODE	PLEASE TICK (✓)
1.	This candidate can proceed to the next semester.	KM In Progress	
2.	This candidate is to be given a first reminder and needs to improve his/her overall performance.	WR1 First Reminder	
3.	This candidate is to be given a second reminder and needs to improve his/her overall performance.	WR2 Second Reminder	
4.	This candidate is to be given a third reminder and needs to improve his/her overall performance. (Note: This applies to PhD candidates)	WR3 Third Reminder	
5.	This candidate has not demonstrated an acceptable level of performance to proceed with his/her study.	D10 Candidate is terminated	

Endorsed by Chairman of JKAPS

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Signature and Stamp

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Date