

UNIVERSAL TECHNOLOGY AND MANAGEMENT UNIVERSITY
POSTGRADUATE RESEARCH SUPERVISION - TRACKING RECORD

NAME OF STUDENT:	
REG. NO:	
PROGRAM: _e.g. Masters or PhD	
DEPARTMENT:	
SCHOOL:	
STATE IF PROJECT, DISSERTATION OR THESIS	
TITLE	

NAMES OF SUPERVISORS:

	Name	Signature	Date Assigned
1.			
2.			
3.			

Date work submitted to the supervisor	Date student met with the supervisor	Stage of work discussed e.g. title, concept, proposal, chapter 1, etc.	Nature of feedback given. e.g., revise chapter 1	Signature of student	Signature of supervisor	Remarks (if any)

NOTE:

1. The postgraduate students keep tracking tools for each of the supervisors and produce it for necessary details and signature during each supervision meeting.
2. The supervisors ensure that they meet students under their supervision at least once a month.
3. The student should send a photocopy of each supervisors' tracking tool at the end of each semester to serve as progress report for Graduate School with copies to Departmental Chairs and Deans of Schools.
4. Students must provide the comments made during the previous meeting.