

“Format of progress report”

Progress reports should be submitted every 6 months in the first year of registration and annually thereafter to Dean, Faculty of Medicine, Colombo through Head of department where research is carried out. **Revised format with effect from January 2002.**

1. Name of Candidate
.....
2. Institution and department where the research is carried out

Institution:.....
Department:.....
3. Permanent place of employment of the candidate

Institution:.....
Department:.....
4. Degree for which the candidate is registered (indicate Full/Part time)
5. Title of the Project
6. Date of registration.....
7. Date of upgrading of registration (where relevant).....
8. Objectives.....
9. Dates of submission of previous progress reports.....
10. Summary of work performed **up to the current progress report** (not more than 250 words)
11. Time period for which the **current progress report** is valid.....
12. Work performed during the current period including results of any data analysis (not more than 1000 words)
13. Any publications/communications during the current reporting period
14. Brief plan of work for the next 12 months (not more than 250 words)
15. Signature of candidate and date
16. (a) Observations and comments of the supervisors
(b) Name, designation and signature of supervisor/s and date