



SCHOOL OF GRADUATE STUDIES

GRADUATE STUDIES QUARTERLY PROGRESS AND FINANCIAL REPORT FORM

- This form must be filled every three months in **Triplicate**
- No thesis/proposal will be submitted without a complete set of these forms.

Student's Name:..... Registration No.:.....

YearofStudy:.....Semester:.....School:.....Department:.....

Title of the Thesis:.....
.....

* This report is the (eg. 1st, 2nd, 3rd, 4th) and covers the period between.....

Summary of work completed in the above period (Attach summary of the work not exceeding three (3) 1.5 spaced typed pages of TimesNew Roman font size 12 or equivalent)

1. Proportion of original work plan completed (Please attach the original work plan).

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.....
.....

2. Constraints/Problems/Advantages/Benefits (if any) and Suggestions

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.....
.....

3. I lastly consulted my supervisor(s) on: Date:
The Supervisor(s) recommended that:

.....
.....

4. In the next three months, I expect to have achieved the following:

.....
.....
.....

Signature..... Date.....

5. To be completed by Supervisors

1. First Supervisor's Name:.....

Comments:.....
.....
.....

Date:..... Signature:.....

2. Second Supervisor's Name:.....
Comments:.....
.....
Date:..... Signature:.....

3. Third Supervisor's Name:.....
Comments:.....
.....
Date:..... Signature:.....

6. Fee Payment Status

Fee payment status to be confirmed by finance Officer/student Finance

Year of studySemester.....

Total fees paid. Kshs.....Fee balance. Kshs.....

Accountant Name:.....Sign:.....Date

7. Comment(s) and Recommendation(s) by Head of Department on research progress of the student:

Comment(s):

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.....

Recommendation(s):

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NameSign.....Date.....

8. Comment(s) and Recommendation(s) by Dean on research progress of the student:

Comment(s):

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Recommendation(s):

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Signature..... Date.....

9. Comment(s) and Recommendation(s) by Dean, School of Graduate Studies on research progress of the student:

Comment(s):

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Name.....Sign.....Date.....