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| **Unsatisfactory Academic Progress Procedure**  **Stage Two (review)**  Enquiries: [research@yorksj.ac.uk](mailto:research@yorksj.ac.uk) |  |

This form should be completed to notify the outcome of the UAPP once the final formal review meeting (stage two) has taken place. Please return the form to Registry ([research@yorksj.ac.uk](mailto:research@yorksj.ac.uk))

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| --- | --- | --- | --- |
| **Candidate’s full name:** |  | **Student number:** |  |
| **Degree:** |  | **School:** |  |
| **Main Supervisor:** |  | | |
| **Co-supervisor(s):** |  | | |
| **Date of formal review meeting with the PGR:** |  | | |

|  |  |
| --- | --- |
| **UAPP formal review meeting:** | |
| **Date of formal review meeting with the PGR:** |  |
| **Names and roles of those present at the formal review meeting with the PGR:** |  |
| **Date that the minutes of the meeting have been supplied to the PGR:** |  |

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| **Outcome of the UAPP** *(tick one box only):* | |
| The PGR has made satisfactory progress (no further action required) |  |
| The decision on progression be deferred (please provide details below) |  |
| Unsatisfactory Progress: Recommendation – transfer to MPhil |  |
| Unsatisfactory Progress: Recommendation that the research degree candidature be terminated |  |

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| --- | --- |
| **Authorisation:** | |
| School Postgraduate Research Lead  (or School Research & Knowledge Transfer Lead) signature: |  |
| Date: |  |

**Please attach the following documents to this form and send to Registry (**[**research@yorksj.ac.uk**](mailto:research@yorksj.ac.uk)**):**

* Minutes of the meeting
* Copy of the letter sent to the PGR advising them of the outcome of the meeting