# DAR Doctoral Annual Report

<table>
<thead>
<tr>
<th>Name:</th>
<th>Student ID:</th>
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<tr>
<th>Student/ Supervisor</th>
<th>DEPT</th>
<th>Department:</th>
<th>Student Centre</th>
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<tr>
<td>N/A</td>
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## SUPERVISOR (pg. 1):
- **a)** I recommend that the candidate’s registration be: one of the boxes **must be ticked.**
- **b)** I have discussed my comments and completed the joint report with the candidate: **box ticked.**
- **c)** I have recommended alterations to the candidate’s registration: **box ticked if required**
- **d)** Main supervisor’s signature
- **e)** Co-supervisor’s signature

## HEAD OF DEPARTMENT (pg. 1):
- **6.** I recommend that the candidate’s registration be: one of the boxes **ticked**
- **7.** I recommend that the alterations to registration be: if a ‘yes’ has been ticked for question 3 on the above, one of the boxes will need to be ticked here. If not, may leave it blank.
- **8.** HoD signature

## CANDIDATE (pg. 2):
- **9.** All questions answered
- **10.** Candidate signature

## SUPERVISOR (pg. 3):
- **11.** All boxes ticked and all questions answered

## JOINT REPORT (pg. 4):
- **12.** Question 1. regarding expected completion date: **must agree with the minimum and maximum completion date as stated on the Doctoral Registration Summary**
- **13.** All boxes ticked and all questions answered.

## PRESS Account Statement - Student Print-out:
- **14** The student needs to print out their up-to-date Press Account Statement from SSO and attach to the DAR

## PReSS Account- indicative Budget (pg. 5):
- **15.** The “Total Balance” indicated on the student’s Press Account Statement should be copied in as the “Current Available Balance”
- **16.** The “Total” for ‘Current year’ should sum to a maximum of the ‘Current available balance’ plus the current year allocations (maximum $2900), if these allocations are not yet included in the “Current Available Balance” as indicated in the press account statement.
- **17.** The sum of ‘Conference travel costs’ in (1) student print-out, (2) ‘Current Year’, ‘Next Year’ and ‘Following Year’ should sum to $4800 (4 x $1200) or less.
- **18.** Any ‘Conference Travel costs’ and/or ‘Research travel/Field trip costs’ for ‘Current Year’, ‘Next Year’ or ‘Following Year’ must be justified – give name, location and dates of Conference or Research trip. A hand-written note below the Table is sufficient.
- **19.** Supervisor signature

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<thead>
<tr>
<th>Student Sign Off / Date:</th>
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