

**UGANDA CHRISTIAN UNIVERSITY**  
**School for Research and Postgraduate Studies**

*"A Centre of Excellence in the Heart of Africa"*

**REGULAR SUPERVISION REPORT**

Supervisor's Name: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Reg. No: \_\_\_\_\_

Proposal Concept Approval Date \_\_\_\_\_ Return Date from Data Collection \_\_\_\_\_

Session	Material Reviewed	Date & Time	Duration of Session	Signatures		Progress Rating
				<i>Student</i>	<i>Supervisor</i>	
1.						
2.						
Research Coordinator's Name: ..... Signature: .....						
3.						
4.						
Research Coordinator's Name: ..... Signature: .....						
5.						
6.						
Research Coordinator's Name: ..... Signature: .....						
7.						
8.						
Research Coordinator's Name: ..... Signature: .....						
9.						
10.						
Research Coordinator's Name: ..... Signature: .....						

**Instructions**

- Each supervisor will meet with the student twice a month for a total of four hours.
- This tool should be signed by both the supervisor and student each time they meet.
- The supervisor shall deliver this reporting tool to the Faculty Research Coordinator for signing, every month.
- The Faculty Research Coordinator shall write a report to the Dean, School for Research and Postgraduate Studies regarding the student's progress every month.

**Progress Rating (By Supervisor)**

1. Unsatisfactory                      2. Satisfactory   3. Good            4. Very good            5. Excellent

Cc Head of Department

Cc Co-supervisor (if there is one)