

Royal Holloway

Research Student Training Log

In accordance with the Code of Practice, each research student should decide, with their supervisor, a programme of research training for the year.

The student should take this form to his/her supervisor at the start of the research programme and after discussion, note down his/her training needs for the year. The log should be reviewed at the first annual review meeting (or earlier if appropriate) to indicate whether the needs have been met. At the annual review, the supervisor should submit to the Director of Graduate Study a copy of this completed log with the summary annual report form. The student and the Department should both have a copy of this log.

Progress on these training needs should be assessed and recorded at each annual review, indicating whether any remain outstanding, and identifying training needs for subsequent years of study.

Department:	Supervisor:
Student's Name:	Student Number:
Status: Full-time Part-time Writing-up	Start date:
List training needs for the coming year and identify how they will be met:	
Training Need: 1. 2. 3. 4. 5.	How the need will be met:
Student's signature:	Date:
Supervisor's signature:	Date: