



## Annual Progress Report (APR) 2019

All candidates must complete an APR unless submitting a thesis for examination.

Annual Progress Reports are an essential step for the confirmation of the scholarship and noncompletion will result in the University requesting the candidate to show cause as to why candidature should not be terminated due to unsatisfactory progress.

For first year students the Research Proposal will form integral part of the APR. Students will also be assessed on the basis of the exams results.

### Timing

1. By the 15 of September 2019
  - a. Section 1 to be completed by all candidates
  - b. APR form and planning guide to be forwarded to the Supervisor/Tutor who will complete Section 2.
2. The PhD Coordinator will schedule the review panel interviews during the first week of October. The remainder of the form will then be completed. The panel will consist of PhD Coordinator and two members of the PhD Faculty Committee.
3. Candidates must make a copy of the completed APR for their own records. **Please note:** it is the candidate's responsibility to ensure that the APR is completed by all parties and returned to the PhD office on time.

Appendix: Excerpt from the Tor Vergata University PhD Programmes Regulations (Italian)

Art. 9. Diritti e doveri dei dottorandi

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*2. Le borse di studio hanno durata annuale e sono rinnovate a condizione che il dottorando abbia completato il programma delle attività previste per l'anno precedente, verificate secondo le procedure stabilite dal Collegio dei docenti, fermo restando l'obbligo della erogazione della borsa di studio a seguito del superamento della verifica. Il Collegio dei docenti deve deliberare di regola entro il 31 ottobre e trasmettere comunicazione non oltre il 30 novembre di ciascun anno all'ufficio competente l'ammissione o meno all'anno successivo di corso motivando debitamente l'eventuale esclusione dal corso.*

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