THESIS ADVISORY COMMITTEE (TAC) REPORT
DEPARTMENT OF BIOLOGICAL SCIENCES

Part A – To be completed by Student and forwarded to Thesis Advisory Committee (TAC) Members

Student Name: **Student ID:**   **Admission Intake (Aug/Jan YEAR):**

Thesis Title:

Part B – To be completed by Chairperson of Thesis Advisory Committee (TAC)

Questionnaires /Evaluations:

1. Please rate the student's thesis research progress or pace in the context of the plan:

   Slow ☐   Satisfactory ☐   Exceed Expectations ☐   Others _____

2. What is the quality of the current research work done by the student for submission as a thesis?

   Poor ☐   Fair ☐   Good ☐   Excellent ☐

3. Has the student published any research paper?

   Yes ☐   No ☐   If yes, please indicate the number: _____

4. General comments to student

   _____

   _____

   _____

Please indicate which TAC meeting is this by ticking the appropriate box below:

First ☐   Second ☐   Third ☐   Fourth ☐   Fifth ☐

Does the TAC recommend thesis submission?   Yes ☐   No ☐

If **YES**, please provide the proposed thesis submission date: _____

Is this the FINAL TAC? ☐ YES   ☐ NO

TAC	Name	Signature	Date
Chairman/Non-supervisory member 1			
Non-supervisory member 2			

	Name	Signature	Date
Main Thesis Advisor:			
Co Thesis Advisor (if any):			

Instructions & Notes

1. The TAC panel is to comprise 1 supervisor and 2 additional members (the meeting format is flexible);

2. Students must complete a compulsory minimum of three (3) TACs - one (first) TAC during student's 1st year of study, one (1) TAC per year after QE; meetings can be held anytime during semester to avoid scheduling conflicts;

4. There is no need to submit the TAC report together with the online Progress Report, a hard-copied TAC report must be submitted to us (place in the Graduate Mailbox) or you may email the TAC form to us;

5. The final TAC meeting (third TAC) makes a recommendation for thesis submission;

6. Pre-thesis exam is no longer required;

7. Students should keep a copy of the TAC form