

Milestone Completion Form

*To be completed by students undertaking Honours in CHM & COS prior to submission of the thesis. The form serves as an important checklist for the student, supervisor and Honours Convener to ensure that satisfactory progress is being made towards submission of the thesis. All four milestones should be signed off by the student and the supervisor and the completed form returned to the relevant Honours convener by **5pm on Monday 16 October, 2023**. Please note that no application for an extension will be considered unless the completed form is submitted by this time.

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| <i>Student Name:</i> |
| <i>Uni ID:</i> |
| <i>Honours Program:</i> |
| <i>Honours Convener:</i> |
| <i>Supervisor:</i> |

1. Proposal seminar and/or research plan has been done.

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| <i>Student's Signature:</i> | <i>Date:</i> |
| <i>Convener's or Supervisor's Signature:</i> | <i>Date:</i> |

2. Mid course seminar and/or progress report has been done.

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| <i>Student's Signature:</i> | <i>Date:</i> |
| <i>Convener's or Supervisor's Signature:</i> | <i>Date:</i> |

3. The scope of all major data collection/field work/experiments/calculations/background reading that are required for submission has been done. It is recommended that this should be signed off on or before **Friday 29 September, 2023**.

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| <i>Student's Signature:</i> | <i>Date:</i> |
| <i>Convener's or Supervisor's Signature:</i> | <i>Date:</i> |

4. A first draft of the thesis has been submitted to the supervisor and has been returned by the supervisor with comments. It is recommended that this should be signed off on or before **Friday 13 October, 2023**.

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| <i>Student's Signature:</i> | <i>Date:</i> |
| <i>Convener's or Supervisor's Signature:</i> | <i>Date:</i> |

*Please note that the actual Milestone Completion Form used in each of the Honours programs may vary from that shown above. Please check with your respective Honours Convener.