**MATHEMATICAL, PHYSICAL AND LIFE SCIENCES DIVISION**

**Transfer of status form and guidance for assessors**

**Transfer of Status from PRS to DPhil Status (1st Attempt)**

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| --- | --- | --- | --- |
| Student name: |  | Start Date: |  |
| Research Title: |  | | |
| Date report received: |  | Date Interviewed: |  |
| Funded period: |  | Max submission: |  |

Assessors are reminded that this is a formal examination of the University of Oxford. In order for transfer of status to be conferred, assessors must be satisfied that:

1. The student has proposed a viable DPhil project that can be completed within the proposed timeframe and funded period or within 12 terms.

2. The work undertaken to date provides an appropriate background and platform for progress.

3. The student has developed a critical understanding of the relevant literature.

4. The student understands, can justify and defend their research project, its objectives and rationale.

5. The student has a clear plan for the future direction of the project.

6. The student has begun to take intellectual ownership of the project.

In making your assessments (and in judging the level of the viva) it is important that your expectations of the student are moderated by (a) the student’s previous academic background and (b) the point they have reached in their DPhil studies as this is still an early stage. The assessment panel should complete this report form, the contents of which should be communicated to the student and his/her supervisors. If transfer is not recommended, then it is critical that detailed reasons for this are given along with instructions for any specific work that must be done prior to reassessment. A timescale for a subsequent meeting with the assessment panel (usually 3 months later) should be given.

On the basis of the student’s transfer report/submitted work and the transfer interview, please indicate your assessment of the following, ticking as appropriate:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Assessment of verbal and written work** | **Excellent** | **Good** | | **Adequate** | | | **Not Satisfactory** | | |
| Familiarity with and knowledge of background literature |  |  | |  | | |  | | |
| Amount of work completed |  |  | |  | | |  | | |
| Quality of work completed |  |  | |  | | |  | | |
| Potential contribution to field of proposed work |  |  | |  | | |  | | |
| Coherence and organization of work |  |  | |  | | |  | | |
| Content of presentation |  |  | |  | | |  | | |
| Delivery of presentation |  |  | |  | | |  | | |
| Ability to defend work |  |  | |  | | |  | | |
| Ideas and plans for future work including a timescale for ongoing work |  |  | |  | | |  | | |
| Ability to work independently |  |  | |  | | |  | | |
| Compared to other students at this stage, this student’s Research competency appears to be |  |  | |  | | |  | | |
| Student’s competence in written and spoken English |  |  | |  | | |  | | |
|  | | | | | | | | | |
| **Likelihood of timely submission** | **Very likely** | **Probably** | **Possible** | | | **Unlikely** | | **None** | |
| Prospect of the student submitting by their current maximum submission date |  |  |  | | |  | |  | |
|  | | | | | | | | | |
| **Training and professional development** | Yes – very well | Yes – but some areas requiring attention | | | Yes – but inadequately | | | | No |
| Has the student appropriately engaged with academic skills training? |  |  | | |  | | | |  |
| Has the student appropriately engaged with career focussed and professional development activities? |  |  | | |  | | | |  |

Would the student benefit from additional supervision to facilitate his/her studies? Yes / No

Please tick to confirm that you, the assessors, have received and reviewed the candidates GSO.2 Application for Transfer of Status form and that the DGS has signed to approve the candidate was ready to be assessed: 🞎

Assessors are required to provide further comments in the box below on the student’s work and interview. Assessors should particularly focus on areas of excellent or unsatisfactory work. Assessors should also comment on the student’s acquisition of career skills (and plans to develop such skills) as outlined in the GSO.2/ departmental template form. This information will be reviewed by the DGS and students will receive the report once agreed.

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| **Overall Recommendation:**  ** Transfer to DPhil status without reservations** |
| ** Transfer to DPhil status if a satisfactory written response to this report is obtained, signed by both**  **the student and supervisor (to be returned within 2 weeks)**  ** Transfer to DPhil status with conditions (please state conditions above with timeframe)**  ** Student should make a 2nd attempt to transfer to DPhil status in 1 term** |

|  |  |
| --- | --- |
| **Signed:**  (Assessor 1) | **Signed:**  (Assessor 2) |
| **Print Name:** | **Print Name:** |
| **Date:** | **Date:** |
|  | |
| **DGS Signature:** | **Date:** |