**Minutes of PhD Thesis Committee**

**No of PhD Thesis Committee Meeting:**

1. **Name of PhD student:**

**Start of PhD project:**

**Date of committee meeting:**

1. **Committee members (Name, Department)**

1)

2)

3)

4)

5)

1. **Progress report**

(Please give a short summary of the most important steps conducted during the last 12 month, including attendance at conferences, training courses, etc.)

1. **Goals for the next 12 month**

(Please give a short outline about the work programme and scientific goals for the next 12 month)

1. **Conferences, workshops, summer schools, lab visit abroad, training courses etc.**

(Please give a short outline of upcoming meetings and courses etc. planned for the next 12 month)

1. **Summary of discussion**

(Please mention the most important issues that were discussed during the meeting)

1. **Signature**

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(Location, Date) Signature PhD student

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(Location, Date) Primary supervisor