**WESTERN SYDNEY UNIVERSITY**

***School of Computer, Data and Mathematical Sciences***

**(To be signed by you and your supervisor at each meeting or on completion of an event, and the register must be kept well - omission of this task may result in an FNS Grade for the unit)**

Weekly meetings are usually required at the beginning of your project. This form allows for weekly meetings.

Regular progress meetings shall be held at least every 2 weeks, lasting about 30 minutes.

For ‘External’ or distance-mode students, the format and frequency of the meetings should be discussed with the supervisor.

**Student and Supervisor are to agree on dates and insert into the table below:-**

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| Meeting No. | Date and duration | Supervisor initials | Student initials |
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