



FELLOWSHIP ANNUAL SUPERVISOR REPORT

Please use this template to submit your Fellowship Annual Supervisor Report.

Completed report can be submitted electronically from the primary supervisor's email address, as long as both supervisor and candidate have signed undertakings (Section 7 & 8). The supervisor can submit additional comments in the email to which this report is attached.

The Fellowship Annual Supervisor Report is due by 31 July each year of supervised training.
The report must be typed; handwritten reports will **not** be accepted.

Date of report:

Candidate's name:

Primary supervisor name:

Primary supervisor email address:

Secondary supervisor(s) name:

Fellowship subject:

Training program commencement date:

Estimated training completion date:

Name and year of applicable Subject Guidelines:

Proposed Examination date:

SECTION 1 – Activities:

1. Outline, in brief, the activities the candidate has undertaken in the course of a typical week and how these compare to those in the weekly activities table in the agreed Fellowship Training Program. Indicate the extent and nature of contact between the supervisor and the candidate.



- Please highlight (e.g., in red) any variations from the approved timetable.

I am familiar with the most up-to-date presentation, research project and publication requirements as set out in the Fellowship Handbook and relevant Subject Guidelines.

1. Describe the progress of the candidate's original research project, including the intended title for the publication from the research project and/or an overview of the subject.

2. Describe the progress of the candidate's remaining publication requirement/s. Including a summary of the publication.



3. Describe progress on the candidate's presentation at a national or international scientific meeting.

Section 3 – Supplementary Training

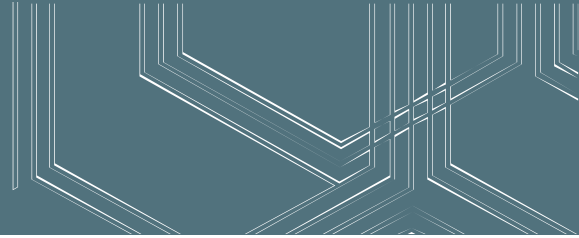
(include any reports, if these have not already been submitted to the College Office)

1. Describe the progress and/or plans for the candidate's Externship requirements.
2. Describe the progress and/or plans for the candidate's Training in Related Discipline (TRD) requirements.

Section 4 – Any other requirements of Subject Guidelines

(if specified; as additional credentialing requirement(s) in "Training Programs", section of relevant Subject Guidelines)

1. Describe the progress and/or plans for the candidate's additional requirement(s) that are required for credentialing.



Section 5 – Supervisor comments:

1. As a result of your annual meeting, what advice have you given the candidate?
2. Would you like to comment to the Training and Credentials Committee regarding any aspect of this candidature? If so, please attach comments.

Section 6 – Activity Log Summary (ALS):

An up-to-date, cumulative Activity Log Summary, which complies with the relevant subject guidelines, must accompany this report.



Section 7 – Supervisors’ undertaking:

I/we certify that:

- I/we are familiar with the most up-to-date Fellowship Guidelines and relevant Subject Guidelines as they apply to the candidate.
- I/we have met with the candidate to discuss his/her progress which has resulted in the development of this Annual Supervisor Report
- I/we agree that the Activity Log Summary included with this document is a true and accurate representation of the activities in which the candidate has been involved
- *(Only include if applicable)* I/we have viewed and signed the pages of the candidate’s Activity Log

Signed:

Date:

Name of Primary supervisor:

Signed:

Date:

Name of Secondary supervisor:

Section 8 – Candidate’s undertaking:

I certify that:

- I have discussed the most up-to-date Fellowship Guidelines and relevant Subject Guidelines as they apply to my training program and exam preparation.
- I have met with my supervisor to discuss my progress, which has resulted in the development of this supervisor report
- I agree that the Activity Log Summary included with this document is a true and accurate representation of the activities in which I have been involved
- I have completed and submitted the Fellowship Annual Candidate Report
- *(Only include if applicable)* I have maintained an Activity Log and will submit for SSC assessment 6–12 months from beginning of supervised training. *(section 2.9 of Fellowship Candidate Handbook)*

Signed:

Date:

Candidate name: