**Completion Plan**

The purpose of the completion plan is to create a clear framework that will enable you to submit your thesis on time, allowing you to track your progress as your submission date approaches.

**Student Details**

Name:

ID:

School/Subject:

**Supervisor Details**

Principal Supervisor:

Second Supervisor:

**Thesis title:**

**Clear timeline by month** (including an indication of how much work is required at each step and its status ie how long the chapters are, the state of readiness of chapters eg first draft, re-draft, polish etc)

**Statement of thesis overall structure** (including number of chapters etc, with notice of how much of the thesis is already ‘locked down’)

**Details of when the supervisor will be involved**

**Anticipated date of intent to submit form:**

(usually 3 months in advance of submission date)

**Intended thesis submission date:**

**Student signature:**

**Date:**

**Supervisor(s) signature:**

**Date:**