

# Template for a Closing Report

Last name:

First name

## ***Thesis Title***

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(months to accomplish PhD):

## ***Supervisor:***

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## ***Report on Progress & Results***

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1. Primary Project Plan and Modifications
2. Overview of Achieved Goals (Milestones)
3. Results (positive/negative)
4. Accomplished Trainings  
(specific research skills/ soft skills/ communication skills)
5. Accomplished Conferences, Workshops, Seminars, and Research Visits
6. Statement on Support & Qualification Concept of the GRK  
(pros and cons re. events, reports, financial support, general aspects)

## ***Future Occupation***

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1. Name of future institution or company
2. Position/function

Date:

Signature: (Doctoral Student)