

## **5. Nomination and Appointment of Supervisors**

- 5.1** When a student is admitted for a research degree and enters the probationary period, the Dean of Faculty (or nominee) or Head of Independent Research Centre shall nominate two supervisors. Once supervisory arrangements have been approved by the Higher Degrees Committee Sub-Committee, any future proposed changes to supervisory arrangements shall be submitted by the First Supervisor (or nominee) for approval by the Committee.
- 5.2** The University will require a supervisory team to have a combined experience of supervising at least one research degree student to successful completion. In the case of a PhD, one of the supervisors must normally have successfully supervised to PhD level.
- 5.3** All decisions of the Higher Degrees Committee Sub-Committee are sent to the First Supervisor whose responsibility it is to inform the student and other members of the supervision team.
- 5.4** A person who is registered for a research degree is normally ineligible to act as a First Supervisor for another research degree student, but can act as a second supervisor or advisor. A member of staff registered for PhD by Published Works may also, in exceptional circumstances, be appointed by the relevant Higher Degrees Committee Sub-Committee as a First Supervisor for a research degree student. Cases must be supported by a written statement signed by both the student and the supervision team involved.
- 5.5** Only persons who are members of academic staff of the University are eligible for appointment as first supervisors.
- 5.6** In addition to the supervisors, an adviser or advisers may be proposed, in order to, for example, contribute some specialised knowledge or provide a link with an external organisation.
- 5.7** A member of academic staff should normally be first supervisor to no more than six students for a research degree at any one time. When a supervisor wishes to be supervisor for more than eight students in total then an application can be made with the approval of the Dean of Faculty/Head of Independent Research Centre to a Working Party of Higher Degrees Committee for an individual to take on an additional supervisory load for a specified period.

All nominated supervisors must have attended the Certificate in Research Supervision course. A CRS 'Sharing Good Practice' course will be available for all supervisors who have not attended the full CRS recently. Supervisors will be expected to attend this course when required.