**Global Health Dissertation**

**Student Supervisor Agreement**

This document is designed to help supervisors and students manage the expectations they have of each other so they can get the most out of the supervisory relationship.

***Please complete the agreement during the first supervisory meeting and update, if necessary, as the dissertation process progresses.***

If the student or supervisor requires any additional support regarding the dissertation process, please contact the module lead in the first instance. Students are urged to speak to their advisor if they experience any wider pastoral or academic issues.

**Student and Supervisors Roles and Responsibilities:** The dissertation is an independent project that students are responsible for leading on. The supervisor role is primarily advisory.

Beyond the academic and intellectual components of the dissertation students are also responsible for leading on the management of dissertation tasks including:

* Scheduling meetings with their supervisor
* Setting an agenda for supervisor meetings
* Providing their supervisor with draft chapters in advance of meetings for feedback at mutually agreed times.

It is the responsibility of the supervisor to provide the following:

* Initial guidance on refining and focusing the research question outlined in the student’s research proposal.
* If relevant, signing off and submitting the student’s application for low-risk ethical approval to the local Global Health research ethics committee
* Signposting relevant scholarship on the students selected topic.
* Helping the student to develop a feasible plan to complete their dissertation in the time they have.
* Helping the student stick to their plan and altering it if significant problems arise
* Signposting students to additional dissertation support including study skills resources, dissertation workshops\*

In addition to any necessary troubleshooting, supervision meetings should be utilised to seek critical feedback on the design of research, discuss choices around theory, and the analysis and presentation of findings.

Each student is entitled to **10 hours** of dissertation supervision from when their supervisor is allocated. It is up to the student and supervisor to agree how to use these 10 hours.

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| 1. **In the box below please agree how you will communicate with each other (e.g. preferred method of communication, preferred turnaround time when responding to emails etc.).** |
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| 1. **In the box below please agree who is responsible for scheduling supervisor meetings, sending diary invitations for meetings and the timing of sending drafts chapters etc. for review in advance of meetings.** |
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| 1. **In the box below agree how the details of supervisor meetings, including actions points for supervisors and students, will be recorded and shared.** |
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| 1. **In the box below please agree:**    1. **The deadline for the student to submit a final dissertation draft for review**    2. **The deadline for the supervisor to provide feedback on the final dissertation draft** |
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**Signed by student:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed by supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**We suggest that any subsequent changes made to the agreement are recorded above as necessary.**