**MSc & Hons Supervision form**

**TO BE COMPLETED BY APPLICANT**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| TITLE: |  | FAMILY  NAME: |  | PREFERRED GIVEN NAME: |  |

|  |  |
| --- | --- |
| PERSONAL EMAIL: |  |

Full-time enrolment   Part-time enrolment  Applying for: MSc  Hons 

**TO BE COMPLETED BY THE HEAD SUPERVISOR**

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1. **Title** for project

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1. **Head supervisor**:

The Head Supervisor should be an independent group leader in the School of BioSciences who takes ultimate responsibility for the student’s supervision.

If there are **co-supervisors (internal or external)** or **industry partners**, please provide their names, email addresses, describe the role they will play, their percentage contribution to the supervision, and have them sign the form. If a co-supervisor (and not the head-supervisor) will be providing the majority of the day-to-day research guidance and resources, please denote them as “**principal supervisor**”. For further information about the roles of supervisors, see [this canvas page](https://canvas.lms.unimelb.edu.au/courses/93605/pages/information-for-msc-biosciences-supervisors-and-committee-members-do-not-publish).

**Co-supervisors:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | Email | | Role *(e.g. advisory capacity, principal supervisor, etc...)* | % | Signature | Date |
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|  | | *Note: It is recommended that there be no more than three supervisors (i.e. head-supervisor and two co-supervisors). If there is a fourth person that will have input to the project, consider having them take the role of second committee member (so long as they are independent from the other supervisors).* | | | | |
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3. Do the supervisors agree to fund all essential aspects of the student’s research (field trip, laboratory and miscellaneous expenses? No  Yes

If NO, please indicate what costs the student will need to cover and why.

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4. Will the project involve confidentiality agreements? No  Yes

If YES, please provide details (*Coordinators will make student aware of implications and their rights*).

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5.  all supervisors agree to attend their student's talks

 Head Supervisor is aware they will need to:  
• chair the committee of another student in this cohort,   
• help mark oral presentations, and   
• recruit a second committee member for this student (please try to do this by the start of semester).

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**Second Committee member**   
 (if known):

For further information about committee structure, see [this canvas page](https://canvas.lms.unimelb.edu.au/courses/93605/pages/information-for-msc-biosciences-supervisors-and-committee-members-do-not-publish).

6. Head Supervisor approval

 I wish to offer a place to this student

 I wish to offer a place to this student conditional upon ...

*Please indicate condition: (e.g. funding outcomes, final WAM obtained, choosing between several students after application deadline, etc)*

Head Supervisor name: .………........................................... Signature ............................................ Date: ……....…