

Change to Supervisor Details for Master of Engineering Science (Research) Candidates

A TO BE COMPLETED BY APPLICANT

PLEASE TYPE OR PRINT IN INK AND COMPLETE ALL SECTIONS

ID Number _____ Department: _____ Candidature end date / /

Surname: _____ Title: _____

Given names: _____

Mailing address: _____

_____ Postcode: _____

Home: _____ Work: _____

I have been advised of the changes of supervisor/associate supervisor and am satisfied with the arrangement.

Signature: _____ Date: _____

B TO BE COMPLETED BY HEAD OF ACADEMIC UNIT

Current Main Supervisor:

The new supervisory arrangements following are to date from: / /

Main Supervisor

(i) The following person is nominated as **replacement main supervisor and** has agreed to act in this capacity:

Title	Family name and initials	Department	Monash Staff ID Number

(ii) Is the nominated supervisor currently supervising research candidates?

1 No Please attach details of previous supervisory experience at Monash or, if a new appointee to Monash, at other institutions. **(NB: If the nominated main supervisor has not had experience supervising research candidates, the Research Training Committee normally requires the appointment of an experienced supervisor as an associate supervisor.)**

2 Yes Please complete table below

Students currently supervised	Number
Masters	
Full-time doctoral (as sole supervisor)	
Full-time doctoral (as main supervisor, not sole)	
Full-time doctoral (as associate supervisor)	
Part-time doctoral (as sole supervisor)	
Part-time doctoral (as main supervisor, not sole)	
Part-time doctoral (as associate supervisor)	

(iii) I anticipate that the main supervisor will be available for the expected duration of the applicant's candidature.

- The proposed main supervisor holds a tenured position

3 Yes 4 No - Give start and end dates for this fixed term appointment: from/...../..... to/...../.....

- The proposed main supervisor is an honorary member of staff

5 No 6 Yes - Give start and end dates of appointment: 7 from/...../..... to/...../.....

Other Supervisor

(i) The following person is nominated for appointment as or replacement for (tick applicable box):

8 Associate supervisor 9 Joint supervisor

Title	Family name and initials	Department/Organisation	Monash staff ID number

(ii) Is the nominated associate supervisor currently supervising research candidates?

10 No Please attach details of previous supervisory experience at Monash or, if a new appointee to Monash, at other institutions. **(NB: If the nominated main supervisor has not had experience supervising research candidates, the Research Training Committee normally requires the appointment of an experienced supervisor as an associate supervisor.)**

11 Yes Please complete table below

Students currently supervised	Number
Masters	
Full-time doctoral (as sole supervisor)	
Full-time doctoral (as main supervisor, not sole)	
Full-time doctoral (as associate supervisor)	
Part-time doctoral (as sole supervisor)	
Part-time doctoral (as main supervisor, not sole)	
Part-time doctoral (as associate supervisor)	

iii) Where an associate or joint supervisor has been appointed, please provide an indication of the split in load (expressed as a percentage) between the supervisors. Note that usual practice is for an associate to receive 25% of the load and a joint supervisor 50%.

Main Supervisor % Other Supervisor %

Name of Head (Please print): _____

Signature of Head: _____ Date: _____

C ENDORSEMENT BY THE RESEARCH TRAINING COMMITTEE

Name of Chairman or nominee (Please print): _____

Signature of Chairman or nominee: _____ Date: _____