

Application to change Supervision Arrangements

Section A - Details of Candidature - to be completed by the Candidate

Title	Given names	Surname
ID Number	Degree	
School and Discipline / Program (if appropriate)		
Scholarship (if any)		
<p>The Graduate Research Unit will advise you of the outcome of your application to change supervision arrangements. The quickest way of doing this is by email. Please indicate your preferred method of notification (one only)</p>		
<input type="checkbox"/>	Email: Please indicate your contact email address	
<input type="checkbox"/>	Hard copy	

Section B - Supervision team - to be completed by the School

Current supervision team - Please print names.

Supervisor	School and Discipline / Program
Co-supervisor	School and Discipline / Program
Co-supervisor	School and Discipline / Program
Associate supervisor	School and Discipline / Program
Associate supervisor	School and Discipline / Program
Research supervisor	School and Discipline / Program
Consultant supervisor (required if the Primary Supervisor is the Head of School)	

Proposed supervision team **effective from:** / /

Supervisor	School and Discipline / Program
Co-supervisor	School and Discipline / Program
Co-supervisor	School and Discipline / Program
Research supervisor	School and Discipline / Program
Consultant supervisor (required if the Primary Supervisor is the Head of School)	

Please note that for non UTas members of the supervision team, contact details are required - please see section E on page 4.

New Supervisor

If a new Supervisor is to be added to the supervisory team please complete the following:

Supervisor (responsible for supervision) *Registration No: Name:

*Only supervisors registered with the Board of Graduate Studies by Research may undertake the the role of primary supervision or co-supervision. If the proposed supervisor is a recent academic appointment to the University of Tasmania, please attach a registration nomination form and the supervisors CV which should include details of previous supervision experience.

Current Supervision Load (non-RHD) - please indicate the **number** of students in each category.

	Full Time	Part Time	Full Time	Part Time
Honours			Masters Coursework	
Graduate Diploma				

Section B - Supervision team (continued) - to be completed by the School

New Co-supervisor(s)

If co-supervision arrangements are to be made, please complete the section below for the additional supervisor and indicate EFTSU sharing - normally 50:50 or 75:25 or 50:25:25.

Please complete these details only if there are co-supervision arrangements.

Co-supervisor (responsible for supervision) *Registration No: Name:

School Discipline/Program (if appropriate)

*Only supervisors registered with the Board of Graduate Studies by Research may undertake the the role of primary supervision or co-supervision. If the proposed supervisor is a recent academic appointment to the University of Tasmania, please attach a registration nomination form and the supervisors CV which should include details of previous supervision experience.

Current Supervision Load (non-RHD) - please indicate the **number** of students in each category.

	Full Time	Part Time		Full Time	Part Time
Honours	<input type="text"/>	<input type="text"/>	Masters Coursework	<input type="text"/>	<input type="text"/>
Graduate Diploma	<input type="text"/>	<input type="text"/>			

Co-supervisor (responsible for supervision) *Registration No: Name:

School Discipline/Program (if appropriate)

Current Supervision Load - please indicate the **number** of candidates in each category.

	Full Time	Part Time		Full Time	Part Time
Honours	<input type="text"/>	<input type="text"/>	Masters Coursework	<input type="text"/>	<input type="text"/>
Graduate Diploma	<input type="text"/>	<input type="text"/>			

EFTSU share	School/Discipline/Program <input type="text"/>	%	<input type="text"/>
	School/Discipline/Program <input type="text"/>	%	<input type="text"/>
	School/Discipline/Program <input type="text"/>	%	<input type="text"/>

Please indicate the proposed meeting timetables with the Candidate.

Section C - Reason for Application - to be completed by the School

Please indicate the reason for proposed change(s) in the supervision team.

Section D - Declaration - to be completed by the Supervisor(s), Consultant, Head(s) of School and Discipline, and the Candidate.

I am aware that the supervision arrangements are to be changed as described here - signatures required.

Current Supervisor Date / /

Current Co-supervisor Date / /

Current Co-supervisor Date / /

Declaration from new supervision team - signatures required

I accept appointment as a supervisor of the Candidate as described here and in accordance with the Code of Conduct in Supervision.

Supervisor Date / /

Co-supervisor Date / /

Co-supervisor Date / /

Research supervisor Date / /

Consultant supervisor (required if the Primary Supervisor is the Head of School)
 Date / /

Head of School's declaration and Head of Discipline / Program's declaration (if appropriate) - signatures required

I have discussed the candidature with the Candidate as required by the Code of Conduct in Supervision. I confirm that the arrangements here are satisfactory.

Head of Discipline Date / /

Head of Discipline Date / /

Head of School Date / /

Head of School Date / / (in cases of co-supervision)

Head of School Date / / (in cases of co-supervision)

Candidates declaration

I declare that the information supplied by me on this form is complete and correct. I agree that the arrangements described here are satisfactory.

Candidate's signature Date / /

Section E - Supervisor (non UTas) contact details - to be completed by the School

1. Please provide contact details for non UTas members of supervision team.

	1)		2)
Name	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Institution	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Position	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Email	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Postal address	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
	3)		4)
Name	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Institution	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Position	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Email	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Postal address	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>

Graduate Research Unit use only

Application approved / not approved Date / /

Head of Discipline / Program

Head of School

Head of School (in cases of co-supervision)

Head of School (in cases of co-supervision)

Supervisor Candidate

Co-supervisor International Office

Co-supervisor USRS updated

Forwarded by Date / /