

**Supervision Agreement**  
(For International Graduate Research Candidates only)

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

1. Title	2. Given names	3. Surname
4. Tasmanian address for correspondence and contact details		
5. Ph H( ) W( )		
6. Fax ( )		
7. Email address		8. ID Number
9. School and Discipline / Program (if appropriate)		
10. Degree		
11. Research project title		

**Section B - Research Project - to be completed by the School**

1. Is it expected that ethics approval (animal or human research) will be required for the research project? YES / NO  
If YES a proposal must be submitted by the candidate's supervisor and Head of School to the relevant University Ethics Committee.

2. Is the research topic in a UTas theme area? YES / NO - see [www.utas.edu.au/themes](http://www.utas.edu.au/themes)  
If YES which theme area - Please circle. AMS CPC ENV FRO P&H SPP

**Infrastructure**

3. Does the School have the required infrastructure available for the project? YES / NO

4. Are there any special infrastructure requirements for the proposed project? YES / NO If YES please specify

5. Will all the infrastructure/resources be provided from School operating funds? YES / NO  
If NO please indicate the source of the external funds, eg ARC large grant or Industry Research partner.

**Section C - Project Classification - to be completed by the School**

1. Please provide the DEST codes for the Socio-Economic Objective (SEO), the Type of Research (TOR), and the Research Fields, Courses and Disciplines (RFCD) from the list of codes available at [www.research.utas.edu.au/grants/codes](http://www.research.utas.edu.au/grants/codes)

Socio-Economic Objective (SEO) Type of Research (TOR)

Research Fields, Courses and Disciplines (RFCD)

## Section D - Supervision Arrangements - to be completed by the School

### Supervision

Please discuss the supervision arrangements with the Applicant and the proposed supervisors before completing this section. The Board of Graduate Research normally requires a supervisory team of at least two members.

1. Supervisor (responsible for supervision)/Co-Supervisor

\*Registration No:

Name:

\*Only supervisors registered with the Board of Graduate 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.

**Please note that for non UTas members of the supervision team, contact details are required - please complete Section H.**

2. Co-supervisor Registration No:

Name:

School

Discipline/Program (if appropriate)

3. Co-supervisor Registration No:

Name:

School

Discipline/Program (if appropriate)

EFTSU share: School/Discipline/Program

%

School/Discipline/Program

%

School/Discipline/Program

%

**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. An EFTSU split is required for co-supervision between Schools and within the same School.**

4. Research supervisor (to provide expert technical supervision)

5. Research supervisor (to provide expert technical supervision)

6. Consultant (required where the Primary Supervisor is the Head of School)

7. If it is anticipated that part of the proposed candidature will be undertaken externally, please indicate the proposed method and frequency of contact between the supervisor(s) and the Applicant. *Please note you must apply for a Change in Place of Candidature prior to departing.*

## Section E - Intellectual Property - to be completed by the School

1. Does the Candidates proposed project fall into one of the following three categories - please tick appropriate box below:

- a) where the University will make a special contribution of funding, resources, facilities or apparatus, (over and above what the University is generally obliged to provide), to enable that research to take place;
- b) where significant University Intellectual Property will be utilised in the course of the research;
- c) where the project and or Candidate will receive external funding (APA's and Tasmania Scholarships excluded), and or other in-kind support (ie background IP, equipment, data, infrastructure). Please indicate RDO reference number or source of funding.

If YES, please tick appropriate box.

The Candidate agrees to assign the Intellectual Property rights to the University, if the University requires them to do so.

The Candidate is not prepared to assign the Intellectual Property rights to the University. Therefore approval of the Candidate in a research higher degree will be subject to the approval of an alternative project and the completion of a new application form.

If NO, please note that should the status of the Candidate's project change to one of the above categories, the University reserves the right to seek an assignment of Intellectual Property rights created by the Candidate.

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

### 1. Supervisors' declarations

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

<b>Signatures required</b>	Supervisor or Co-supervisor	<input type="text"/>	Date	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Supervisor or Co-supervisor	<input type="text"/>	Date	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Supervisor or Co-supervisor	<input type="text"/>	Date	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Research Supervisor	<input type="text"/>	Date	<input type="text"/>	<input type="text"/>	<input type="text"/>

### 2. Consultant's declaration (required where the Primary Supervisor is the Head of School)

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

Consultant's signature  Date  /  /

**Section F - Declaration (continued) - to be completed by Head(s) of School and Discipline, and the Candidate**

**3. Head of School's declaration and Head of Discipline/Program's declaration (if appropriate)**

Assignment of Intellectual Property rights - please tick appropriate box.

The University seeks an assignment of Intellectual Property rights arising from the Candidate's project for the purposes of exploitation and /or, the University is required to seek an assignment of Intellectual Property rights in accordance with an external party agreement. Therefore, the Candidate agrees to assign the Intellectual Property rights created in the course of the project in accordance with Section E, and agrees to sign a Deed of Assignment, which will be forwarded to the Candidate once the Dean of Graduate Studies By Research has approved this supervision agreement.

It is unlikely that the University will seek to exploit Intellectual Property rights arising out of the project and/or the University is not required to seek an assignment of Intellectual Property rights in accordance with an external party agreement.

I have discussed the candidature with the Candidate as required by the Code of Conduct in Supervision, including the requirements for Intellectual Property ownership/assignment. I agree that the arrangements described here are satisfactory.

Head of Discipline/Program (if appropriate)  Date  /  /

Head of Discipline/Program (if appropriate)  Date  /  /

Head of School  Date  /  /

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

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

**Section G - Declaration (continued) - to be completed by the Candidate**

**4. Candidate's declaration**

(a) I acknowledge and accept that the provision of incorrect information or the withholding of relevant information may result in the withdrawal by the University of any place which may be offered, and that this withdrawal may take place at any stage during the approved course of study.

(b) I have read and understood the terms and conditions of this enrolment including arrangements outlined above with respect to Intellectual Property. I understand that should the proposed project fail to proceed, my enrolment will be subject to the approval of an alternative project.

(c) I agree that the supervisory arrangements and infrastructure described here are satisfactory.

(d) I accept that the application and supporting documentation (excluding hard cover theses) become the property of the University of Tasmania and are not returnable.

(e) I do solemnly promise that I will faithfully obey the Statutes and Rules and adhere to the policies and procedures of the University of Tasmania so far as they may apply to me and that I will submit myself respectfully to the constituted authorities of the University. I authorise the University of Tasmania to request and obtain further information from any educational institution or employer or nominated referee which may be required to confirm or clarify my suitability and eligibility for masters or doctoral studies. I agree to comply with the University of Tasmania's Intellectual Property policy. I declare that to the best of my knowledge and belief, the information given in this form is complete and true.

Candidate's signature  Date  /  /

**Section H - 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 type="text"/>	<input type="text"/>
Institution	<input type="text"/>	<input type="text"/>
Position	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>
Postal address	<input type="text"/>	<input type="text"/>
	3)	4)
Name	<input type="text"/>	<input type="text"/>
Institution	<input type="text"/>	<input type="text"/>
Position	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>
Postal address	<input type="text"/>	<input type="text"/>

**Graduate Research Unit use only**

Agreement 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  /  /