

### **Good follow-up group/advisory committee practices**

The purpose of a follow-up group (supervisors and 1 to 3 other members) is to support both the doctoral candidate and their supervisors. The aim of a follow-up group is to ensure the progress of the candidate's thesis work, to provide an outside perspective to their research, and to support both the doctoral candidate and their supervisors in conflict situations.

All members of a follow-up group must have completed a doctoral degree. At least one member of a follow-up group must come from outside the doctoral candidate's research group.

A follow-up group meets once a year, for example in March, in which case the meeting may be combined with a career discussion. A follow-up group meeting is convened by the doctoral candidate, who then also delivers their annual report of the preceding year to the members of the follow-up group.

In the meeting, the doctoral candidate's progress during the preceding year is discussed, and any necessary changes to their study plan or research plan are made. In an ideal situation, at the end of the meeting the doctoral candidate has the opportunity to discuss their supervisory relationship with the follow-up group without the presence of their supervisor.

The doctoral candidate writes a free-form memo on the meeting. The memo is delivered to supervisors, the follow-up group and the candidate's doctoral programme.

The original document in Finnish was approved by the UTUGS Steering Committee on 31 January 2018.