**SUPERVISION PLAN FOR DOCTORAL EDUCATION**

The original plan is archived at the discipline, and copies of the plan are given to the doctoral student and the doctoral programme coordinator.

**Goals** The goal of this supervision plan is to commit the doctoral student and supervisors to cooperate on completing a doctoral degree within the agreed-upon timeframe.

**Participants**

**Doctoral student**

Name, student number and contact information:

**Supervisor**

Name, position and contact information:

**Other supervisors, if any, and division of labour between supervisors**

Supervisor 2:

Role and responsibilities in supervision:

Supervisor 3:

Role and responsibilities in supervision:

**Contents**

**Doctoral thesis**

Thesis title:

Date begun (mm/yy):

Estimated completion of thesis for the review phase:

Research is conducted a) full-time, b) part-time

Frequency of meetings:

Manner in which the doctoral student reports on progress made in the research:

Month and year when supervisor and student ensure that the plan is up-to-date during their regular meeting:

**The student’s responsibilities**

* Is responsible for the progress of his or her own research and for keeping the supervisor up to date with the progress of the research in the agreed manner
* Introduces the progress of his or her research annually (or at another specified interval) in the discipline’s research seminar
* Keeps the supervisor informed of all changes which have considerable effect on the working environment, the progress of the work or maintaining the agreed timetable

**The supervisor’s responsibilities**

* Commits to long-term supervision of the doctoral student in all phases of the student’s studies and to observing the agreed timetables
* Gives regular feedback with a reasonable response time
* Introduces the student to work in an academic environment, and other practical issues related to gaining academic competence (e.g. publications, conferences, researcher exchange, ethical principles) in a manner agreed upon between the supervisor and the student
* Assists the doctoral student in applying for funding: forwards information on open applications and writes supporting statements where needed
* Evaluates whether the thesis manuscript is fit for a final review
* Informs the student of any considerable changes which affect his or her acting as supervisor

The supervisor will additionally ensure that the doctoral student is familiar with the procedures at the University of Turku in the following cases:

* Rights to and use of research project materials and results
* Article publication principles
* Names and order of authors
* Rights and patents of inventions produced in research projects

This plan is valid for a maximum of four years. If the supervision relationship continues beyond that and the supervisor still considers the thesis work feasible, the plan may be extended by mutual agreement.

The plan may expire even before the four-year deadline due to a change of supervisor or because the thesis work has ceased. In addition, the supervisor and the doctoral student have a right to cancel this plan, for instance, due to a slow progress of the dissertation or another considerable reason. The cancellation can be realised after the head of programme has been informed about the process.

Date

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Supervisor Doctoral student

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Supervisor 2