

Supervision Agreement for Master Students at the Faculty of Psychology

The agreement must be signed within 15 December (autumn) or 15 June (spring)

Master's Programme	<input style="width: 100%;" type="text"/>		
Name of student	<input style="width: 80%;" type="text"/>	Student-ID nr	<input style="width: 20%;" type="text"/>
Student was accepted to the programme:	Year	<input style="width: 50%;" type="text"/>	Semester <input style="width: 50%;" type="text"/>
Thesis is to be handed in / contract expires:	Year	<input style="width: 50%;" type="text"/>	Semester <input style="width: 50%;" type="text"/>
Department	<input style="width: 100%;" type="text"/>		
Supervisor	<input style="width: 100%;" type="text"/>		
Co-supervisor*	<input style="width: 80%;" type="text"/>	Number of hrs	<input style="width: 20%;" type="text"/>

*Leave blank if not applicable

1. Agreement parties

The agreement is signed by the student and the Head of Department. Supervisor and prospective co-supervisor will sign the agreement upon assignment.

2. Supervisor assignment

Supervisors are assigned during the 2nd semester of the Master's Programme. If more than one supervisor is assigned, the supervisors must clarify with the student how the supervision is to be divided between themselves. At the same time, the student must make a plan for the progress of the thesis, in agreement with the supervisor(s).

3. Extent and type of supervision

How much supervision a students is entitled to receive, varies with the volume of the Master's Thesis:

- Theses 60 ECTS: 40 hrs total.
- Theses 45 ECTS: 30 hrs total.
- Theses 30 ECTS: 20 hrs total.

Supervision may be performed individually or in groups. If more than one supervisor, the number of supervision hours with each supervisor must be agreed upon. Part-time students (50 %) will be supervised accordingly.

The supervisor(s) is to advice the student in terms of wording, delimitation of the theme and the problems in the thesis, litterature, subject matter, work schedule and plan for the progress. The supervisor(s) is obliged to accept drafts of the thesis for further discussion, normally in person. The supervision should follow the schedule and plan for progress which is agreed upon. The supervisor(s) is to survey the supervision and evaluate the progress of the student.

The student is to work according to the plan for the progress, and to hand in drafts and other written material in agreement with the supervisor(s). The student is obliged to inform the supervisor of the progress in written form twice each semester, also regarding practical aspects concerning the progress of the project. The student is obliged to work by the ethical principles of the research area.

4. Changing the agreement

The student and the department are both obliged to notify the other party if they encounter problems in fulfilling the agreement.

If the supervision is not satisfactory, the student must notify the department and ask for a new supervisor.

If the supervisor finds that the student does not fulfil his/hers commitments satisfactory, he/she must notify the department. The department will consider whether the agreement will be changed or terminated. Both the supervisor and the student may ask that the agreement should be terminated.

If the relationship between the student and the supervisor violates the ethical guidelines proposed in the university regulations, cf § 2.2.5¹, the student must notify the department and may be assigned a new supervisor. Personal differences between student and supervisor may be addressed at the department.

The students may not hold the supervisor(s), department or university responsible for the result of their education.

Agreement signed

Bergen,

student
(sign.)

supervisor
(sign.)

co-supervisor
(sign.)

Head of Department
(sign.)

The department keeps the original agreement. The student and the supervisor(s) each receive a copy.

¹

<http://regler.uib.no/regler/Del-2-Forskning-utdanning-og-formidling/2.2-Utdanning/2.2.5.-Kvalitetssikring-akkreditering-og-grader/Etiske-retningslinjer-for-forholdet-student-veileder-ved-Universitetet-i-Bergen>