**UCL EROS: ELECTRONIC REGISTER OF SUPERVISORS**

**APPLICATION FORM**

**Please complete this form to apply for recognition as a Subsidiary or Principal Supervisor for research students, or to upgrade from Subsidiary to Principal Supervisor status.**

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| **Subsidiary Supervisor Approval Criteria:** |
| * Shall be a member of academic staff and/or clinically qualified where appropriate
* Should have attended the mandatory supervisors’ briefing ‘[An Introduction to Research Student Supervision](http://www.ucl.ac.uk/calt/courses-workshops/research-supervision)’
* Should have an established or honorary position in accordance with UCL’s [PhD Student Supervision Eligibility](http://www.ucl.ac.uk/hr/docs/phd_student_supervision.php) criteria, with a contract that extends beyond the end of CRS for any proposed research degree candidate
* Should be research active (e.g. have a track record of publications and/or grant income), possess expertise in a relevant area, and be familiar with the standards expected of research degree work
* Should be familiar with UCL policy on research integrity
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| **Principal Supervisor Approval Criteria (in addition to the above):** |
| * Should preferably have undertaken training further to the mandatory briefing (e.g. the day workshop [Effective Research Supervision at UCL](https://www.ucl.ac.uk/teaching-learning/about-us/arena-centre)) and/or completed any probationary period
* Should normally have previous experience, within a supervisory team, whether at UCL or elsewhere, of at least one successful Doctoral supervision (defined as having taken a student all the way through to a research degree award)
 |
| **Surname** | Click or tap here to enter text. |
| **Forename** | Click or tap here to enter text. |
| **UPI** *(*[*UCL Personal Identifier*](http://www.ucl.ac.uk/isd/common/upi)*):* | Click or tap here to enter text. |
| **Department** | Click here to enter text. |
| **Supervisor status requested**  | Choose an item. |
|  |
| **UCL Appointment** (cf. [UCL Staff Categories Eligible to undertake supervision of research students](https://www.mgmt.ucl.ac.uk/study/phd#applications) ) |
| Staff category (**NB** PGTAs, “Tutors”, Research Assistants and Honorary Research Assistants are not eligible). | Choose an item. |
| Contract type | Choose an item. |
| End date of contract (if fixed term)\*\* The end date must normally exceed the normal research programme end date of the supervised student | Click here to enter text. |
| End date of probationary period (where applicable) | Click here to enter text. |
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| **ALL academic staff new to UCL who wish to supervise doctoral students must attend the mandatory supervisor briefing ‘**[**An Introduction to Research Student Supervision at UCL**](http://www.ucl.ac.uk/calt/courses-workshops/research-supervision)**’ regardless of previous experience.** Those that have not yet attended the briefing are required to register interest to attend this session on a future date. Those required to supervise before attending the briefing, **must** view videos of the Doctoral School’s introduction for [‘New Research Student Supervisors’](http://www.grad.ucl.ac.uk/essinfo/PhDSupervision-BriefingSession.html). Please confirm by checking boxes as applicable below. |
| I have attended the briefing \* | [ ]  | I have not yet attended, but have registered to attend \* | [ ]  |
| (\* confirmed attendance will be checked) | In the interim, I confirm that I have viewed the videos | [ ]  |
| I also confirm that I have read, understood, and agree to my responsibilities explained in the [*Code of Practice for Graduate Research Degrees*](http://www.grad.ucl.ac.uk/codes/CoP_Research_1415.pdf) | [ ]  |
| In agreeing to supervise research students, I confirm that I have familiarised myself with UCL’s expectations with regard to research integrity as outlined in the [UCL Statement on Research Integrity](http://www.ucl.ac.uk/research/integrity/integrity-at-ucl) and the UCL [Code of Conduct for Research](http://www.ucl.ac.uk/srs/governance-and-committees/resgov). |[ ]

Relevant Additional Comments (e.g. prior experience as supervisor of BA/BSc, MA/MSc, or MRes projects):

Click or tap here to enter text.

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For appointment as Principal Supervisor:

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| --- | --- | --- |
| **Record of Supervision of MPhil/PhD Students** | **UCL** | **Elsewhere (specify)** |
| Number of MPhil/PhD students supervised in the past: |  |  |
| Number that have completed successfully: |  |  |

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Applicant’s Signature: Date: Click or tap to enter a date.

**Having completed the above sections, applicants should forward this form to the appropriate Departmental Graduate Tutor. Those seeking approval for the first time, please also attach a brief *curriculum vitae*.**

**DEPARTMENTAL (DGT) APPROVAL:**

Name: Click or tap here to enter text. Date: Click or tap to enter a date.

**Once complete, the approved form and any relevant attachments should be forwarded to the appropriate Faculty Graduate Tutor.**

**The Faculty Office will notify the nominating Department in writing of Supervisor approvals.**

**FACULTY (FGT) APPROVAL:**

Name: Click or tap here to enter text. Date: Click or tap to enter a date.

Signature:

*(or attach email)*

If not approved, please give reason:

***Applications are not approved until notification has been received from the Faculty Office***