



## Policy for the remuneration of research supervisors

1. This policy pertains to associate members of staff who have been contracted to act as supervisors for one or more of our research students who are working towards the degree of DMin, MPhil or PhD. Such supervisors can be first supervisor or second supervisor.
2. At the end of each academic year or when invited by the validating university, supervisors are expected to submit a progress report on the student(s) they are supervising.
3. Following the submission of an annual report to the Director of Postgraduate Research, the appropriate fee will be paid to the supervisor.
4. The payment of the supervisor's fee is not dependent upon the quantity of work produced by a student during the year. However, if the student is inactive no fee will be paid.
5. In the event of a student failing to start a new academic year, supervisors will be promptly informed that the student has been withdrawn; in such circumstances no supervision fees for that student will be payable.
6. The basis for the calculation of the fee payable is the year 2013-2014, when first supervisors received £717.50 per students and second supervisors £153.75. Any increases will be calculated from this basis.
7. In addition Spurgeon's College will reimburse contracted supervisors for appropriate expenses (e.g. travelling, postage etc).
8. An scholar who acts as 'reader' to read a student's completed dissertation before it is submitted for examination will be offered a fee of £160, to be paid following receipt of the reader's written report on the dissertation.
9. If the first supervisor is not available to offer supervision for an extended period of time (e.g. due to sabbatical leave), an 'acting first supervisor' may be appointed. In such cases the 'acting first supervisor' will be paid the supervision fees due to the first supervisor during that period.
10. Where two supervisors are appointed to provide joint supervision to a research student, the total supervision fees payable will be shared equally between the supervisors.

<b>Document control box</b>			
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