

SUPERVISION AGREEMENT – PART I

1 Parties to the agreement

This agreement is signed by the student, by the supervisor of the Research Master Thesis (RMT) (partner or associate partner) and by the representative of the EMQAL Programme Management Team (PMT) at the university responsible for the RMT.

In case of shared thesis among different institutions (partners or associated partners), individual copies of this agreement must be completed by at least one supervisor of each institution, upon arrival of the student to the partner. In order to guarantee the coherency of the joint project, both supervisors should be aware of the development of the project, including regular communication among supervisors already from the beginning of the project.

2 Scope and nature of supervision

Students of EMQAL are entitled to receive a **minimum of 10 h per trimester of supervision** individually or in groups during the RMT period.

Supervisor(s) shall give advice on formulation and demarcation of subjects and problem approaches for the thesis, literature, subject contents, tasks and progress plan. Supervisor(s) are under obligation to receive and discuss drafts with the student. This shall normally take place on demand and shall be scheduled evenly throughout the agreed period. Supervisor(s) shall record an overview of the supervision in order to monitor the progress in the candidate's work and assess this in relation to the plan of work.

The student is obliged to keep the supervisor(s) informed about the work, at least monthly, if necessary by written notification. This applies also to practical aspects that are essential for the progress of the RMT. The student is obliged to abide by the principles of research applicable to the subject area.

The PMT representative of the institution where the RMT is in progress **must be informed** by both the student and the supervisor about the progress of the RMT at least one at trimester, if necessary by written notification. If not informed or if any problem arises, the representative of the PMT must inform about it in the next PMT meeting.

3 Regime of intellectual property

The student is entitled to exercise the rights of intellectual property arising from their research and training activities in accordance with the contribution, according to the provisions of law. These rights are independent, compatible and cumulative with other rights that may arise from the research carried out, without negatively affecting the collective work when the student participates in a collective research project or it is linked. The

student is entitled to appear as co-author on all papers, articles or communications that exposed research work in which has participated significantly.

Regarding possible industrial property rights that may own the results of the research, the student is subject to the legislation in force for university patents and regulations approved by the corresponding institution.

4 Confidentiality

The student is obliged, on the one hand, to keep secret all data and information that the supervisor of the thesis or any other member of the research team that is integrated provide him or reveal confidential orally, written, graphic, or any other mass media. On the other hand, the student does not reveal, communicate, assign or disclose to third parties any information that refers, using the information obtained solely and exclusively with the subject of the master thesis.

The student is obliged not to disclose any information of the research group that participates without having obtained so express written authorization of the supervisor of the thesis. In any case, if necessary, the student can benefit from the special procedure of authorizing and read master theses under protection process or technology transfer or knowledge established in the regulations. The student may be required to sign additional confidentiality agreements by the supervisor of the thesis or research.

The commitment of confidentiality remains in force and is binding even after the end of the relationship between the student and the institution of RMT.

5 Changes in Supervision Conditions

Both, supervisor and student may request that the supervision agreement be cancelled. The student or the supervisor, and PMT, are mutually obliged to inform the other party of any problem in fulfilling the agreement.

If the student finds and justifies the supervision to be unsatisfactory, he/she shall notify the PMT about it. The PMT must collect information about the situation and will assess whether the supervision conditions shall be changed or cancelled.

If the supervisor finds and justifies that the student is not fulfilling duties satisfactorily, the PMT shall be notified accordingly. The PMT must collect information about the situation and will assess whether the supervision conditions shall be changed or cancelled.

The student may not hold the supervisor, institute, PMT or university responsible for the result of his/her education.



Signatures:

_____, dated _____

(Student)

(Supervisor)

(Supervisor 2, if needed)

(PMT representative)

SUPERVISION AGREEMENT – PART II
MILESTONES FOR MASTER’S DEGREE THESIS

Student’s name	Date of birth and identity number
Student’s place of work / department responsible	
Main supervisor	Second supervisor (if applicable)

Provisional title of the master thesis objective (A complete description of the project can be added to this document if requested by the student):

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Type of thesis

60 ECTS credits (1 year) (This section must be modified to a shorter version for shared thesis, including only the work plan for the thesis to be developed in the partner).

Tentative Work Plan (Objective(s) and tentative period(s) for them should be included in the following table):

Period	Objective	Remarks

Schedule for Research Master Thesis:

Starting date (dd/mm/yy): _____

Deadline period for submitting the thesis: According to University rules (at least one week before defence)

Period for presenting RMT: September 2016

Signatures:

_____, date: _____

(Student) (Supervisor) (Supervisor 2, if needed)*For the Programme Management Team:*

Plan of Master thesis has been approved.

_____, _____, _____
(place) (date) (the PMT)