Supervision agreement

For all projects, theses and final projects

# About your project

 **Project title**

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**Group member(s)**

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| --- |
| 1.  |
| 2.  |
| 3. |
| 4. |

**Name of supervisor**

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# Supervision plan and agreements

Making a supervision agreement is about aligning expectations between supervisor and student(s) and planning the process.

Early in the process, be sure to talk to each other about the practicalities of supervision (for example means of communication, meeting frequency, other obligations, need for deadlines) as well as topics closer to the actual project (for example types of supervisor input, reading and feedback). For inspiration, you can find a non-exhaustive inspiration list of topics that could be included in the agreement on ITU Student.

Use the table below to note your alignment of expectations in as many details as you find necessary. You should not include confidential information.

Please remember that the agreement is an opportunity to frame the supervision process. It is **not** a contract, and you can discuss and amend the content at any time.

# More information

For further information about projects and supervision, please consult [ITU Student](https://itustudent.itu.dk/Study-Administration/Project-Work/Your-supervisor-and-supervision) or [Teaching Guide](https://intranet.itu.dk/Teaching-Guide/Supervision/Supervision-Agreement) (supervisors only).

| **Supervision plan and agreements** | **When** |
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| **The project**  |   |
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| **Supervision meetings** |  |
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| **Feedback** |  |
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| **Other topics** |  |
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Please add lines if needed.

**Date** **Please tick when approved**

[ ]  Student(s) approve(s) this agreement

[ ]  Supervisor approves this agreement