Supervision Policy for Postgraduate Research Degrees

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version:

1. Introduction and Purpose

1.1. The University of Manchester recognises the importance of robust postgraduate researcher (PGR)
supervision, and this policy reflects the University's commitment to establishing and maintaining
systematic and clear supervision arrangements.

1.2. This policy outlines the requirements and provides guidance regarding the roles within the supervisory
team, the appointment of supervisors and advisors, their responsibilities, measures to safeguard the
interests of PGRs in the event of supervisor absence or change, and the training and development of
supervisors.

2. Scope and definitions

2.1. This policy applies to all postgraduate research degrees offered by the University, including
collaborative research degrees such as Split-Site, Joint, and Dual awards.

2.2. This policy is applicable to all members of a PGR supervisory team including main supervisors, co-
supervisors, external supervisors and pastoral advisors.

2.3. The policy contains information for PGRs and academic and professional service staff in Schools and
Faculties. Schools and Faculties should use this document to inform any local procedures relating to
the supervision of PGRs.

3. Supervisory Roles

As a minimum, each PGR is normally required to have a designated internal main supervisor, an internal
co-supervisor, and an internal pastoral advisor. Additional co-supervisors and/or external supervisors may
also be appointed as necessary.

3.1. **Main Supervisor** - The main supervisor is typically assigned to a PGR at the time of admission and
assumes primary responsibility for guiding the PGR's research degree, as well as managing
administrative matters related to the PGR's attendance and progress. If two staff members are equally
involved in supervising a PGR, one must still be designated as the main supervisor. This ensures clear
accountability, even when academic contributions are shared.

3.2. **Co-Supervisor(s)** - Co-supervisors are appointed to provide specialised expertise and support the main supervisor throughout the PGR's degree. They may oversee specific sections of the project in consultation with the main supervisor.

3.3. **External Supervisor** – An external supervisor must be appointed when a formal <u>collaborative research degree arrangement</u> exists between the University of Manchester and another institution or organisation, requiring supervisors at both institutions. Additionally, an external supervisor may be appointed if a supervisor retires or moves to another institution but wishes to remain actively involved in the supervisory team.

3.4. **Advisor** - An advisor must be appointed to provide pastoral support and guidance. The appointed advisor should be a member of staff and may be a postdoctoral researcher. All appointments are subject to Faculty or School approval.

4. Eligibility for Main Supervisor Appointment

All academic members of staff are eligible to serve as a main supervisor, where they:

4.1. Hold a doctoral degree or have equivalent research experience.

4.2. Have a minimum of three years' experience in university teaching or research.

4.3. Demonstrate proven supervisory experience (e.g., the successful completion of at least one PGR as a co-supervisor).

4.4. Are active researchers in a field closely related to the PGR's project.

4.5. Are full-time or part-time substantive employees of the University.

4.6. Hold a contract that extends beyond the PGR's expected registration period.

5. Potential Eligibility for Main Supervisor (Subject to Additional Approval)

The following staff may be considered for main supervisor roles provided they meet the criteria outlined below, and a robust case of support—detailing why the appointment would be in the best interest of the PGR—is presented to and approved by the Faculty Associate Dean for Postgraduate Research (or their delegate):

5.1. Academic staff with a contract that does not exceed the PGR's registration period, if:

- A continuity of supervision plan is included in the case of support.
- They meet all other criteria as listed in section 4.

5.2. Academic staff without proven supervisory experience provided that:

- An internal co-supervisor who meets all the main supervisor criteria detailed in section 4 is appointed to the supervisory team.

- They have completed all relevant aspects of their Faculty New Academics Programme, or equivalent.
- They meet the contract length requirement (see 4.6) or a continuity of supervision plan is included in the case of support (see 5.1).
- They meet all other criteria as listed in section 4.

5.3. Staff on Academic Teaching and Scholarship Contracts, if they:

- Have an established research track record and/or are currently undertaking pedagogic research.
- Meet the contract length requirement (see 4.6) or a continuity of supervision plan is included in the case of support (see 5.1).
- They have proven supervisory experience or an internal co-supervisor who meets all the main supervisor criteria detailed in section 4 is also appointed to the supervisory team.
- They meet all other criteria as listed in section 4.

5.4. Early Career Researchers (ECRs) (e.g., first external grant holders, new Principal Investigator (PI) grant awardees) provided that:

- They have proven supervisory experience or an internal co-supervisor who meets all the main supervisor criteria detailed in section 4 is appointed to the supervisory team.
- They have completed all relevant aspects of their Faculty New Academics Programme, or equivalent (if applicable).
- They meet the contract length requirement (see 4.6) or a continuity of supervision plan is included in the case of support (see 5.1).
- They meet all other criteria as listed in section 4.

5.5. Honorary staff members, only if:

- They are affiliated with a validated partner institution or an NHS trust.1
- A co-supervisor who holds a substantive role at the University of Manchester is also appointed.

6. Ineligible for Main Supervisor Appointment (But May Serve as a Co-Supervisor)

The following staff are not eligible to be appointed as a main supervisor but may act as a co-supervisor:

6.1. Staff currently registered for a higher degree

6.2. Visiting professors.

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1 For existing validated programmes, the co-supervisor can also be a member of staff affiliated with the validated partner institution.

6.3. Visiting fellows.

6.4. Retired academic staff.

6.5. Honorary members of staff (unless affiliated with a validated partner institution or NHS trust (see 5.5)).

6.6. Emeritus professors.

6.7. Postdoctoral Research Associates (may only be co-supervisors with line manager approval).

7. Personal / Intimate Relationships Between Supervisors / Advisors and PGRs

7.1. Members of a supervisory team, including advisors, must not enter or maintain a Close Personal or Intimate Relationship with a PGR for whom they have supervisory or advisory responsibility. This requirement is in accordance with the University Personal Relationships Policy.

7.2. For the purposes of this policy, the following definitions apply:

- Close Personal Relationship: A relationship involving relatives, close family friends, or individuals with whom there is a business, commercial, or financial connection or dependency.

- Intimate Relationship: A consensual emotional or romantic relationship (whether or not sexual) that goes beyond the professional boundaries expected between staff and students or between colleagues. Such relationships may be ongoing, short-term, or a single occurrence, and may occur in person, online, or through any other form of communication.

7.3. If a Close Personal or Intimate Relationship develops between a supervisor or advisor and a PGR, it must be disclosed immediately to the relevant Faculty Doctoral Academy. The situation must then be managed in accordance with the University Personal Relationships Policy.

7.4. In all such cases, a change of supervisor or advisor will be required. The Faculty Doctoral Academy will oversee this process to ensure that the PGR's academic progress and support are not adversely affected.

8. Personal / Intimate Relationships Between Supervisors / Advisors

8.1. The University recognises that staff may have, or may form, Close Personal or Intimate Relationships with one another in the workplace, including within supervisory teams. While such relationships are not prohibited, they may give rise to actual or perceived conflicts of interest, particularly where power imbalances exist or professional objectivity could be compromised. Examples include:

- Power dynamics within supervisory teams – where a close relationship could influence, or be perceived to influence, the balance of input or authority.

- Informal communication channels – where decisions or discussions may occur outside formal processes, potentially reducing transparency.

- Handling of concerns or complaints – where impartiality may be more difficult to ensure if a PGR raises an issue involving one member of a couple.

- Perceptions of fairness – where others may perceive that a close relationship has led to preferential treatment or access.

8.2. If members of the same supervisory team for a PGR are in, or enter into, a Close Personal or Intimate Relationship, they must declare this in accordance with the [University of Manchester Personal Relationships Policy](). The relationship must also be disclosed to the relevant Faculty Doctoral Academy to ensure appropriate oversight and management of any potential conflicts of interest.

8.3. Upon disclosure, appropriate steps will be taken to safeguard the integrity and impartiality of the supervisory arrangement. This may include:

- The replacement of one of the supervisors.
- The appointment of an additional independent supervisor or advisor not involved in the relationship.

9. Supervision of Collaborative (Split-Site / Joint / Dual) and Validated Research Degrees

9.1. The University of Manchester has established policies and procedures for collaborative programmes; specific reference should be made to these [documents]().

9.2. Each PGR registered for a collaborative research degree must have a designated supervisor at both institutions, and in all cases, the main supervisor should be based at the University of Manchester.

9.3. The external main supervisor in a collaborative arrangement should meet the same selection criteria outlined in this policy.

9.4. Supervisory practice for collaborative research degrees must fulfill all requirements outlined in this policy. The contractual agreement between the University of Manchester and the partner institution will specify details regarding supervision arrangements, especially procedures for managing the supervisory process when the PGR is based at the partner organisation.[2]

9.5. For existing validated research degree programmes, the main supervisor will normally be based at the partner organisation. The co-supervisor may be from either the partner organisation or the University of Manchester; this will be determined on a case-by-case basis, depending on the qualifications and experience of the staff involved.

9.6. All supervisors for validated research degrees must be formally approved by the relevant Faculty or School postgraduate research degree committee, or its equivalent, before being appointed to the supervisory team.

10. Responsibilities of the Head of School (or their delegate)

10.1. To ensure, taking into account the PGRs mode of study, the progress of PGRs and oversee

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[2] In the absence of any formal collaborative agreement or registration of the PGR at the University of Manchester, any request from an external organisation for University of Manchester staff involvement in a supervisory capacity may only be undertaken on a consultative basis. The member of staff at the University of Manchester should liaise with their Head of School, or their delegate, to discuss the option of working on a consultative basis, and ensure compliance with the [Outside Work and Consultancy Policy]().

appropriate supervisory arrangements, induction, availability of resources and the nomination of examiners within the school.

10.2. To oversee the appointment of supervisors for each PGR registered on a research degree within their School.

10.3. Ensure that arrangements are in place for new supervisors to be introduced to the content of the Code of Practice for Research Degrees.

10.4. To ensure supervisors are meeting their responsibilities around recording and monitoring the progress of PGRs via the University's progression monitoring system.

10.5. To ensure that procedures are in place should a PGR need to consult on, and in exceptional circumstances change, their supervisory arrangements.

10.6. To ensure that the appropriate provision for the continuation of supervision when supervisors leave the employment of the University, are on a formal leave of absence for a significant period of time or where the relationship between supervisor and PGR breaks down and a change of supervisor is requested.

10.7. To provide objective support for supervisors where serious concerns regarding a PGR have been identified.

10.8. To consider the academic workload of staff when supervisory teams are appointed/approved ensuring that no member of staff supervises more PGRs than their experience and commitments justify.

11. It is the Responsibility of Main Supervisor

11.1. To be aware of the University's Code of Practice for Research Degrees.

11.2. To abide by and ensure that the PGR is aware of the health and safety regulations, academic rules and regulations, equality, diversity and inclusion policies and the dignity at work and study policies of the University.

11.3. To be aware of and ensure their PGRs understand the mechanisms in place by which they can provide feedback and/or make complaints and raise academic appeals.

11.4. To ensure that their PGRs understand the need to exercise probity and conduct in their research according to ethical principles, and to advise on the implications of research misconduct and plagiarism (including the proper use of AI tools).To attend University Research Ethics Committee (UREC) meetings with their PGR if the PGR is required to attend.

11.5. To provide guidance about the nature of the research and the standards expected, the planning of the research degree, literature and sources, attendance at taught courses (where appropriate) and about requisite research techniques (arranging for instruction where necessary).

11.6. To work with the PGR to clearly and realistically define their project from the beginning to support their completion within the allotted time of the programme and to bear in mind the intellectual and practical competencies expected of doctoral candidates, as set out by the QAA doctoral characteristics document.

11.7. To agree a plan of research and a schedule of regular meetings with the PGR at the beginning of the project and at least annually thereafter taking into account any planned time working away from the University. The frequency of meetings will likely be determined by the nature and stage of the research being undertaken and the time of year all supervisors should expect to meet with their PGRs at least on a monthly basis.3

11.8. To discuss and agree flexible research arrangements with their PGR at least annually, giving consideration to the PGRs personal circumstances e.g. caring responsibilities alongside their ability to progress and complete within their original deadline.

11.9. To record any agreed flexible research arrangements in the University's progression monitoring system at least annually.

11.10. To record attendance and monitor the progress of PGRs in the University's progression monitoring system, providing detailed advice on the necessary completion dates of each step, so that it is completed on time.

11.11. To ensure that the PGR is made aware when their progress is not considered to be satisfactory and provide them with advice and guidance on how to improve, escalating issues in line with the Policy on the Progress and Review of Postgraduate Research where necessary.

11.12. To agree with the PGR at the beginning of the project a reasonable timeframe for the submission and feedback of submitted work.

11.13. To help the PGR identify their specific training needs, both in relation to research skills and to the development of other transferable skills; inform the PGR of the means to develop these skills and monitor the PGRs progress in these areas.

11.14. To agree the ownership of Intellectual Property with the PGR and to respect their intellectual freedom to shape their own research.

11.15. To encourage the PGR to present their work to staff and other researchers across the University and beyond, and encourage them to attend conferences/bid for funding for conference travel.

11.16. To advise the PGR on the submission of conference papers and publications. Where supervisors propose to publish work drawing on a PGR project they must ensure compliance with the University's Authorship Guidelines.

11.17. To ensure that the PGR engages fully with the annual progress review process. Further requirements are set out in the Policy on the Progress and Review of Postgraduate Research.

11.18. To keep other members of the supervisory team appraised of the PGRs progress.

11.19. To ensure that the PGR is aware of institutional support services, including wellbeing services, disability and occupational health support, careers guidance, and equality and diversity support, making referrals when required.

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3 It is expected that meetings will take place in-person during regular office hours e.g. 9am – 5pm. However, where a PGR is studying on split-site / collaborative programme and is located outside of Manchester or at the request of the PGR some meetings may be conducted remotely and / or at irregular times. Consideration must also be given to UKVI attendance monitoring requirements for PGRs on a student route visa. UKVI currently require monthly supervisor meetings at least six of which must be in-person in any 12-month cycle.

11.20. To ensure, where required, that their duties are fulfilled with regard to any formal requirements from external bodies or agencies in relation to the submission of reports, training etc.

11.21. To ensure that appropriate agreement has been obtained with all parties, including external sponsors, in relation to the communication of research outputs.

11.22. To pursue actively their professional development in the area of supervision through training offered at the University of Manchester and/or training provision external to the institution (refer to section 18).

11.23. To help PGRs prepare for the oral examination of the thesis (or equivalent). Normally this is done by the organisation of a mock viva.

11.24. To ensure that examiners are nominated within the deadlines stipulated in the Nomination of Examiners and Independent Chairs for Postgraduate Research Degree Examinations Policy.

11.25. To approve the access restriction level of the final theses.

11.26. To support the PGR in the preparation of their thesis for re-submission / re-examination and in their preparedness for a further oral examination (where applicable).

11.27. To disclose any Close Personal or Intimate Relationship with a PGR under their supervision, or with another member of the same supervisory team, in line with the [University Personal Relationships Policy](#). As part of the risk assessment process, the main supervisor must inform the relevant Faculty Doctoral Academy to support the management of the supervisory arrangement.

12. It is the Responsibility of the Postgraduate Researcher

12.1. To familiarise themselves with relevant University [regulations](#) and [policies](#).

12.2. To maintain regular contact with supervisors, according to an agreed pattern of meetings.

12.3. To prepare adequately for meetings with supervisors.

12.4. To have a joint meeting with all supervisors to discuss progress at least twice per year.

12.5. To meet with their advisor at least once a year.

12.6. To give their supervisors due warning and adequate time for reading any drafts and for providing feedback.

12.7. To engage fully with and monitor their own progress in the University's progression monitoring systems, keeping adequate records of progress and the development of their own skills.

12.8. To develop, in consultation with the supervisor, an agreed schedule for progressing and submitting the thesis in a timely manner.

12.9. To make supervisors aware of any specific needs and of any circumstances likely to affect their work, and take the initiative in raising issues or difficulties as soon as they arise, particularly in relation to progression targets.

12.10. To make their supervisor(s) aware of any changes to their personal circumstances, e.g. [caring responsibilities](#) that may necessitate a change to their agreed research arrangements, at the earliest opportunity.

12.11. To attend all mandatory training and participate fully in any further training and development

opportunities, research-related and other, that have been identified with their supervisors.

12.12.   To participate actively in the research activities of the University by attending research seminars and, when deemed appropriate by the supervisory team, presenting their own research to the division/department/School.

12.13.   To ensure that any reports and the final thesis are written in accordance with [University guidelines](#).

12.14.   To prepare periodic progress reports on the research project as may be required by external agencies.

12.15.   To inform the supervisor of any communications from their sponsor or other external body in relation to the research project.

12.16.   To make every effort to provide feedback on the supervisory experience, through completion of any relevant student experience surveys.

12.17.   To inform the supervisor of any paid or unpaid work they are carrying out or wish to carry out in addition to their full time study, being mindful of potential UKRI or UKVI restrictions governing how many hours can be worked.

12.18.   To inform their supervisor of any intention to take annual leave and discuss the timing of the intended leave in relation to academic priorities prior to supervisor approval.

12.19.   To discuss with their supervisor and seek approval for any fieldwork in support of their research, and ensure the supervisor is aware of any time away from campus for this purpose.

12.20.   To decide when the final thesis should be submitted, taking into account the opinion of the supervisors.

12.21.   To record the access restriction level of their final theses.

13. It is the Responsibility of the Co-supervisors and External Supervisors

13.1. To familiarise themselves with relevant University [regulations](#) and [policies](#).

13.2. To meet with the main supervisor and the PGR at least twice per academic year.

13.3. To meet with the main supervisor and PGR and agree the balance of responsibility for the PGRs day-to-day supervision.

13.4.   To review the progress of the PGR on the University's progression monitoring system.

13.5. To be actively involved in the supervision by making themselves fully aware of the research plan that has been agreed between the PGR and the main supervisor and by contributing to feedback on written work.

13.6. To be available to the PGR for consultation and advice on academic matters relating to the degree, and to offer support and guidance on non-academic matters.

13.7. To take responsibility for the day-to-day supervision of the PGR and their research degree whilst they are in attendance at the external organisation (external supervisors only).

13.8. To deputise for the main supervisor where the main supervisor is absent or unable to continue supervising (co-supervisors only).

13.9. To ensure that the PGR is aware of institutional-level sources of advice and support, including wellbeing services, disability and occupational health support, careers guidance, and equality and diversity, making referrals when required.

13.10. To actively pursue their professional development in the area of supervision through training offered at the University of Manchester and/or training provision external to the institution (refer to section 17).

13.11. To disclose any Close Personal or Intimate Relationship with a PGR under their supervision, or with another member of the same supervisory team, in line with the [University Personal Relationships Policy](). As part of the risk assessment process, the supervisor must inform the relevant Faculty Doctoral Academy to support the management of the supervisory arrangement.

14. It is the responsibility of the Advisor

14.1. To provide pastoral support and advice to the PGR as required.

14.2. To be available to the PGR if they are experiencing any difficulties that they feel unable to discuss with their supervisory team.

14.3. To be a point of contact for the PGR should any difficulties arise within the PGR/supervisor relationship.

14.4. To ensure that the PGR is aware of institutional support services, including wellbeing services, disability and occupational health support, careers guidance, and equality and diversity support, making referrals when required.

14.5. To disclose any Close Personal or Intimate Relationship with a PGR they are advisor for, or with another member of the same supervisory team, in line with the [University Personal Relationships Policy](). As part of the risk assessment process, the advisor must also inform the relevant Faculty Doctoral Academy to support the appropriate management of the supervisory arrangement.

15. Supervisor Absence

15.1. When a main supervisor is absent for less than three months—for instance, due to illness or paternity leave—the internal co-supervisor(s) should typically assume the main supervisor's responsibilities until their return.

15.2. When the period of absence extends beyond three months—such as in cases of long-term illness, maternity, adoption, or parental leave—it is essential that the Supervisory Team, Faculty Doctoral Academy, and Head of School (or their delegate) establish alternative arrangements to ensure continuous supervision for the entire period of absence. Depending on the circumstances, this may or may not require a permanent change of main supervisor. [4]

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[4] For example, where the main supervisor has an agreed return date it may be deemed appropriate for the internal co-supervisor(s) to deputise for the

15.3. If a co-supervisor has been deputising for an absent main supervisor and the main supervisor is unable to return, the co-supervisor must not automatically become the permanent main supervisor. To assume this role, they must meet the criteria for nomination (see sections 4–6), and a new internal co-supervisor must also be appointed.

16. Change to Supervisory Team

16.1. The University cannot guarantee that PGRs will work with the same supervisory team for the entirety of their research degree. In certain situations, it may be necessary to make changes to the supervisory team.

16.2. A change to the supervisory team will be required if:

- A main supervisor ceases to hold an academic / clinical contract at the University (unless an exception can be approved as detailed in section 5).

- A main supervisor becomes an honorary member of staff (they can continue to undertake a supervisory role as co-supervisor but a new main supervisor must be appointed);

- A member of the supervisory team retires or leaves the institution (they can continue to undertake a supervisory role as co-supervisor but an External Supervisor Engagement Form must be completed and a new main supervisor and internal co-supervisor must be appointed);5

- If the relationship between a PGR and a member of the supervisory team breaks down, the PGR and the supervisor are encouraged, in the first instance, to discuss the issue together and attempt to find a resolution. They might also choose to seek mediation, either via official University of Manchester services or by contacting the Faculty Doctoral Academy.

- A change of supervisor may be required where the behaviour of either the PGR or the supervisor is found to be in breach of the University's Dignity at Work and Study Policy.

- A personal relationship develops between the PGR and a member of the supervisory team (where this happens the member of the supervisory team must inform the relevant Doctoral Academy immediately (see section 7);

- There is a change of research direction requiring a change of research programme.

16.3. In exceptional circumstances, with the agreement of the PGR and approval from the Faculty Associate Dean for Postgraduate Research (or their delegate), a main supervisor may continue their supervisory role after leaving the institution. Such arrangements must prioritise the best interests of the PGR and can only be approved if a suitable replacement supervisor from the University of Manchester cannot

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duration of the absence, with additional co-supervisor support. However, where the return date is not known it might be more appropriate to formally appoint a new main-supervisor.

5 Where a supervisor has moved to a new institution, it may be possible for the PGR to transfer with them (dependent on the funding body / sponsor). In these cases, the Head of School (or their delegate) will ensure that the transfer arrangements are made in an appropriate manner.

be found. This arrangement is permissible only if there is a co-supervisor at the University who supports the proposal. A formal agreement between the University of Manchester and the main supervisor must be put in place [External Supervisor Engagement Form]. As a minimum the agreement must include the following and should be signed by the University and the external supervisor:

- An explicit statement that the Supervisor's new institution gives the academic concerned permission to finish their supervisory duties at the University of Manchester (if applicable).
- A statement that the supervisor must comply with the University of Manchester's supervision policy in order to ensure quality control over the standard of ongoing supervision.
- The name of the member of staff at the University of Manchester who will act as co-supervisor and formally monitor the supervisory process at this institution as part of the supervisory team.
- A statement which confirms that any funding bodies or sponsors have been informed of any change in supervisory circumstances.
- The notice period should the supervisor decide for any reason that they can no longer continue to supervise the PGR.

17. Change to Supervisory Team Request Process

17.1. Faculty Doctoral Academies must ensure a clear and accessible process is in place for PGRs and/or supervisors to formally apply for a change to the supervisory team.

17.2 All applications must be considered fairly and without prejudice. The Head of School (or their delegate) should be consulted where appropriate.

17.3 All relevant parties—including the PGR, current supervisor(s), and potential new supervisor(s) must be informed and consulted during the process.

17.4 Replacement supervisors should be identified in consultation with the PGR and supervisory team. The proposed supervisors must also meet the eligibility criteria outlined in this policy.

17.5 All applications, decisions, and outcomes must be formally recorded and communicated in a timely fashion.

17.6 The process should be completed promptly to minimise disruption to the PGR's progress.

17.7 If no suitable supervisor can be found at the University, the Head of School (or delegate) can support the PGR in exploring options to continue their research at another institution e.g. by providing a list of institutions undertaking similar research or alternatively, assessment can be made as to whether sufficient work has been completed for an alternative award.

17.8 While every effort should be made to find alternative supervision, this may not always be possible. In such cases, the PGR must be informed as early as possible that their registration is at risk of termination.

17.9 Where a change is under discussion or has occurred, proposed/new supervisors have the right to

consult with previous supervisors regarding the PGR's progress.

17.10 Relevant funding bodies and collaborative partners must be informed of any change in supervisory arrangements, with a rationale provided.

17.11 Changes to supervision may affect visa or ATAS certification. PGRs must seek advice from the Student Immigration Team before requesting a change.

18. Supervisor Training and Development

18.1. Faculty Doctoral Academies are responsible for defining any mandatory requirements for training and ongoing professional development for PGR Supervisors in their Faculty. This will include details of the potential consequences of failing to meet these requirements. Supervisors are encouraged to engage with the Postgraduate Researcher Supervisor Toolkit. This resource, based on the UKCGE Good Supervisor Practice Framework, brings together information and guidance about all aspects of research supervision from recruitment through to completion.

18.2. Supervisors are encouraged to apply to become a UKCGE recognised research supervisor.

19. Monitoring Compliance

19.1. The University is required to comply with the Quality Assurance Agency for Higher Education's Quality Code for the assurance of academic quality in postgraduate research, as a condition of receiving funding for postgraduate research. All staff engaged in supervision and all PGRs must know and adhere to the supervision responsibilities laid out in this policy.

19.2. Where a supervisor repeatedly fails to engage with the University's progression/attendance monitoring system Faculties should have in place a process by which issues can be escalated to the relevant PGR Director, Faculty Associate Dean and/or Head of School.

19.3. Where evidence exists of poor supervision and / or inappropriate supervisory behaviour Faculty Doctoral Academies should have in place a process by which issues can be escalated to the relevant PGR Director, Faculty Associate Dean and Head of School. The eventual result of this process could be the prevention of any further involvement in PGR supervision.

19.4. Extreme cases of poor supervision and / or inappropriate behaviour should be referred immediately to the Supervisor's Head of School/Line Manager.

19.5. Supervisors should be aware that the University's appeals procedure enables PGRs to appeal on the grounds of inadequate supervision.

Version amendment history		
Version	Date	Reason for change
10	Oct 2025	Scheduled Review

Document control box	
Policy / Procedure title:	Supervision Policy for Postgraduate Research Degrees
Lead contact email	Alex.Hinchliffe@manchester.ac.uk
Date updated:	Oct 2025
Approving body:	MDCSG
Version:	6
Supersedes:	April 2024
Previous review dates:	Sep 2007, Nov 2008, Dec 2011, Feb 2014, Nov 2016, July 2022, October 2022, Feb 2024, April 2024
Next review date:	Oct 2028
Equality impact outcome:	
Related Statutes, Ordinances, General Regulations:	https://www.staffnet.manchester.ac.uk/rbe/rdrd/code/
Related policies/procedures/guidance etc	https://www.staffnet.manchester.ac.uk/rbe/rdrd/code/
Policy owner:	Alex Hinchliffe, Research Degrees and Researcher Development Officer.
Lead contact:	Alex Hinchliffe, Research Degrees and Researcher Development Officer.