

**School of Psychology  
University of Sydney**

**Postgraduate research degree candidature:  
Attendance and supervision expectations  
August 2009**

**Postgraduate research students are normally expected to:**

- Attend weekly research seminars (currently Fridays 3 - 4 pm) and School Colloquia (currently Fridays 4 - 5 pm) during teaching weeks for **the first six semesters of their candidature**. The aim of this requirement is to ensure that students receive at least 40 hours per year of exposure to research-related material not specifically associated with their own research project, and in areas they might not otherwise encounter. The research seminars aim to provide models of a range of postgraduate research projects, and to serve as a forum in which students can receive and provide constructive input and feedback and identify links between their own project and those of other staff and students.
- Meet face-to-face with their supervisor on average at least twice per month, and with both supervisor and associate supervisor at least once per semester. The pattern of consultation will differ depending on the stage of candidature and the particular circumstances of the candidate. Sydney University policy is that the supervisor and Head of Department or delegate must be satisfied with any proposed supervision arrangements.
- spend at least 2 days per week on campus on average (full-time) or 1 day per week on average (part-time), **for the duration of their candidature**. This includes attendance at seminars and colloquia.

**Adherence to attendance and supervisory requirements is an item in the Annual Progress Report. Students who are having, or expect to have, difficulty meeting these requirements due to work or living arrangements, need to negotiate an alternative arrangement in consultation with their supervisor and the postgraduate coordinator.**

The majority of students will be able to meet acceptable levels of attendance at seminars and colloquia. Students who cannot attend regularly can negotiate to compensate for this by:

- involvement in comparable activities, e.g., as part of their employment responsibilities, or as part of pursuing research-related skills and knowledge in other settings
- having a high level of involvement in one semester to compensate for lower involvement in a subsequent or preceding semester

**Count Time Away.** Students can apply to spend time away from the University as part of their candidature, e.g., to conduct doctoral research in other institutions or settings. A formal application is important to ensure that any time away is officially counted as part of your candidature (affecting earliest and latest submission dates), and is essential for

scholarship holders who wish to continue to receive their stipend. A Faculty of Science Variation of Candidature form (“Application for Suspension, Leave of Absence, Count Time Away, Total Discontinuation and Completing Away”), signed by the supervisor and Head of School or Postgraduate Coordinator, must be submitted to the Science Faculty.

For the relevant form go to

<http://www.science.usyd.edu.au/cstudent/pg/forms.shtml>