THE UNIVERSITY OF HONG KONG  
Faculty of Education  
Office of Research  

Responsibilities of Supervisors for Research Higher Degrees Students

Candidates registered before the academic year 2010/11 will conduct research work under the supervision of at least one member of the Faculty’s teaching staff, while candidates registered in or after academic year 2011/12 will be supervised normally by two members of the teaching staff. The involvement of Supervisors is significant throughout the whole period of candidature in giving supervision and advice during the preparation of assignments, research proposals, confirmation seminars, and the thesis.

Responsibilities of your Supervisor(s) are:

(a) To introduce the newly registered candidates to fellow research postgraduate students and members of the academic staff;

(b) To ensure that the scheme of research undertaken by a candidate is within that candidate’s interests and capabilities and that the necessary facilities are readily available;

(c) To agree with each candidate a schedule of regular meetings to enable progress to be made towards the degree sought in the specified time and to identify problems which can then be resolved promptly;

(d) To evaluate the papers submitted for EEDD6001 and EEDD6002 and the portfolio for EEDD6003 (for EdD Candidates registered on or before 1 September 2009 only);

(e) To agree with each candidate an agenda of work and a timetable for its implementation, enabling candidates to submit for their degree in the time specified;

(f) To ensure that the work being undertaken by candidates is relevant to their approved scheme of research and that the necessary resources are available to conduct the work;

(g) To require candidates to make periodic, public presentations of their research or related work and provide them with advice on the most effective way of communicating their findings;

(h) To make recommendation to the FHDC on requests for extension of study; and

(i) To make recommendation to the FHDC when necessary on requests for leave of absence.

Office of Research  
7 June 2011