Getting started with Graduate Research Supervision at Monash University

Before you start

1. Visit our website to find information about graduate research supervision at Monash, including information for new, current and external supervisors.

2. Familiarise yourself with our Graduate Research Student Supervision Governance and Framework. The framework details policy and procedure, including the roles and responsibilities of supervisors, rules determining supervision categories and appointments of supervisors to graduate research students.

Supervisor categories

There are two categories of supervisor for Monash staff – registered and accredited. Refer to the table below to determine which category is most appropriate for you.

Category	Appropriate for	Eligibility	Role, load and limits	Training required	How to apply
Registered	Monash staff or adjuncts who are new to supervision of gradate research students	**Qualification**: AQF level 10 (Doctoral Degree or equivalent)	**Role**: Associate only **Maximum**: 3 graduate research students **Load**: 10 - 25% per student	You will need to complete the online training module: Graduate Research Supervision: Registration module	Once you have completed the Registration module no further action is required. Your supervision record will be updated to the category of Registered and will be viewable in your mySupervision record within 5 business days.
Accredited	Monash academic staff or adjuncts with experience supervising PhD students	**Qualification**: AQF level 10 (Doctoral Degree or equivalent) **Supervision experience**: minimum 1-year full-time equivalent experience supervising PhD students. Your experience can be through institutions other than Monash University. **Research Activity**: you will need to meet your Faculty Quality Indicators and Research Active Criteria for the Purposes of Graduate Student Supervisor Accreditation	**Role**: Main or Associate **Maximum Main**: 8 graduate research students **Maximum Total**: 16 graduate research students **Load**: 10 - 90% per student	To apply for new accreditation, you will need to complete two training requirements: *Part 1 – online module* Graduate Research Supervision: Accreditation online module *Part 2 - workshop* GRS: Introduction to Graduate Research Supervision at Monash All training should be completed no more than 18 months before submitting your application for accreditation to ensure currency of knowledge	Once you have reviewed the eligibility criteria, completed the required accreditation training and prepared your supporting documentation, refer to our website for how to submit your application. Note: Accreditation is not automatically granted upon completion of the training.

Resources to support you as a supervisor at Monash

- *MySupervision record* – once you are registered or accredited, you can gain access to your *MySupervision record* via the link here. This record contains details of your current and completed students, your role and percentage load per student, student milestone due dates, your registration/accreditation start and expiry dates and a downloadable summary report.

- *Training and Development* – you can find mandatory training and professional development opportunities such as good practice workshops, masterclasses and online modules here.

- *Student Administration for Supervisors* – you can access resources and forms to support your students through their entire candidature here.

Further assistance

For further assistance, visit our website or contact us at mgro-supervisor-accreditation@monash.edu

MONASH University