



Fast Track to Principal Supervisor

Background

The University's recently revised [Research Education and Supervision Policy](#) has introduced a provision for new staff and Early Career Researchers who have no prior record of principal supervision to be appointed as a Principal Supervisor.

'Principal Supervisor' refers to the primary member of the supervisory panel who is a University staff member or affiliate, adjunct or titleholder of the Faculty in which the candidate is enrolled, and who has been appointed by the Head of School to have the primary responsibility for the supervision of a candidate.

New staff and Early Career Researchers who have no prior record of principal supervision may be appointed as a Principal Supervisor once they have completed the required Principal Supervisor training and have a recommendation from either their Executive Dean or Head of School.

The required Principal Supervisor training focuses on fostering the appropriate skills and attributes to ensure effective supervision. It includes trainings on all aspects of the Australian Code for the Responsible Conduct of Research, providing a safe and supportive environment for HDRs, managing the candidate-supervisor relationship, and supporting HDR students' mental health.

To satisfy the Principal Supervisor training requirements, all four activities in the *Fast Track to Principal Supervisor Training Program* below must be completed.

For more information on these activities and when they will be available, visit: <https://www.adelaide.edu.au/graduate-research/staff-resources/supervisors/fast-track-to-principal-supervisor-training-program> or contact hdrtraining@adelaide.edu.au.

Who can apply

Applicants must have already been admitted to the Supervisor Register before they apply to upgrade to Principal. If you are not already on the Supervisor Register, you will need to submit an application to [join the supervisor register](#), which requires completion of the online Supervisor Induction Program, [Epigeum: Supervising Doctoral Studies](#).

Requirements

Evidence of completion of all four training activities listed below and a recommendation from either your Executive Dean or Head of School.

Before you apply, you should also familiarise yourself with the [Supervisor Register Policy](#) and the responsibilities of supervisors detailed in the [Research Student Handbook](#) (Appendix 2).

How to apply

When an activity is completed, record the date in the form below. You will also receive a certificate of completion for each, which you will need to save and provide as evidence when submitting your application.

Once all four activities have been completed, have your application endorsed by either your Executive Dean or Head of School and return to hdrsupervisorreg@adelaide.edu.au. You will need to include a copy of all four training completion certificates.

The application should only be made once all four activities have been completed and must be submitted as a single package.



Fast track to Principal Supervisor training record and application form

Applicant Name:	
ID Number:	
School:	

Activity	Delivery mode	Date completed
1. Epigeum: Research Integrity	Self-paced online course	
2. Respectful Research Training	2-hour interactive workshop, in person	
3. Managing relationships with HDR students	1-hour live webinar	
4. Simple strategies for supporting HDR students' mental health	1-hour live webinar	

Certification by Applicant

I declare that:

- I have previously been admitted to the University of Adelaide Register of Supervisors as a Co-Supervisor and that I have completed the required training to fast-track to the role of Principal Supervisor – level C as indicated above.
- I have read and will abide by the rules, policies and guidelines of the University and in particular: the Research Education and Supervision Policy, a copy of which is available at: <https://www.adelaide.edu.au/policies/2063> and the responsibilities of supervisors as set out in Appendix 2 of the Research Student Handbook at: <https://www.adelaide.edu.au/graduate-research/current-students/handbook>

Applicant name

Signature

Date

Certification by Executive Dean or Head of School

I, as the Head of School or Executive Dean, recommend the appointment of the applicant into the Register as Principal Supervisor.

Executive Dean or Head of School name

Signature

Date