

NATIONAL TEXTILE UNIVERSITY
RESEARCH SUPERVISION CONTRACT



Date:

Name of Supervisor(s):

Department/s:

Name of Student:

Student Registration Number:

Research Program:

Project Title:.....

Date of synopsis defense: Research completion date (tentative):

Funder (if applicable):

I solemnly declare that:

1. All the research conducted at NTU is exclusively the property of NTU.
2. I have read carefully the NTU and HEC's Plagiarism Policy and I will make sure the compliance.
3. I will not share the results arising from my research project or MS/ PhD thesis, publish in journal or present in a conference/seminar without the written permission of my supervisor.
4. In case of possibility of commercialization of research, I will inform my supervisor in writing. (Due credit will be given to student).
5. I will attend the lab/ university regularly as per the working hours specified by university.
6. I will keep my workplace neat and tidy and will follow the rules of working.
7. I will provide all the samples and data to the supervisor on the completion of my research, copies of both the hard data and the final electronic database.
8. I will write the research for publication and submit to supervisor before final defense.
9. If I complete the degree and do not write up the research within a period of 03 months of the completion of the degree, the supervisor retains the right to write up the results for publication, and place me at an authorship position he feels appropriate.

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Signed by the student

SUPERVISOR'S RESPONSIBILITIES

- a) Being available to meet regularly
- b) Providing more regular supervision times during critical periods, such as during the preparation of the research proposal(s), literature review, as well as during the write-up phase for the research.
- c) Providing feedback for students in a timely manner. This will usually be within two weeks, with the exception of when supervisors are on leave. This includes reading proposals and systematic reviews, prior to their submission.
- d) Providing advice on key aspects of the thesis: preparation of research proposals, statistical analyses and the structure of the thesis.
- e) Being present at key presentations over the course of the candidature (e.g. synopsis defense, mid-research presentation etc).
- f) Alerting students to relevant conferences.
- g) Publication of research in timely manner

STUDENT'S RESPONSIBILITIES

- a) Organizing meetings with sufficient notice that staff are available. Supervisors are not expected to chase students to organize meetings.
- b) Prompting supervisors to help develop appropriate timelines for the conduct of the research.
- c) Managing course deadlines (i.e. commencing work in sufficient time for supervisor review).
- d) The conduct of the research in accordance with the approved ethical protocol.
- e) Consulting with the supervisor *prior to* organizing consultation with other staff members (e.g. statistical consultation).
- d) The write-up of the thesis.
- e) Seeking advice from HoD/Dean/Director of Graduate Studies if difficulties arise, early in the process.
- f) Providing the data to the supervisor on the completion of their research, copies of both the hard data and the final electronic database.

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**Signed by the supervisor/s on
behalf of the University**

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Signed by the student

Copy of signed form will be provided each to supervisor, student and office of graduate Studies and Research