

## **Department of Anglo-Saxon, Norse and Celtic**

### **Advisory System for Postgraduates working towards the M.Litt. or Ph.D.**

1. For each postgraduate student beginning to work towards the M.Litt. or Ph.D., an Advisor will be appointed by the Postgraduate Sub-Committee in addition to a Supervisor. The normal expectation is that the Advisor will be appointed for the term of a student's PhD candidature; a change may occasionally be made in the event of an Advisor taking an extended period of leave.
2. A meeting of student, Supervisor and Advisor will be arranged in Michaelmas term of the student's first year with the purpose of discussing the student's training needs. The Advisor will be one of the two Assessors appointed by the Postgraduate Sub-Committee for a first-year student's Registration for the PhD (see the ASNC PhD Registration document).
3. Formal advisory meetings will be held in Easter term for students in their second and third years (and in any subsequent year of study should ten terms be exceeded). If the Advisor is on leave, a temporary replacement Advisor will be appointed by the PGSC. These meetings are intended above all to be helpful to the student – to enable the student to describe the subject of research to a Senior Member not closely connected with the student's work, to have sympathetic but probing discussion of the conceptualisation and progress of the dissertation, and to hear about any particular academic difficulties which the student may be encountering. In addition, students may approach their Advisors for guidance on any academic matter at any point in the year.
4. In preparation for Easter-term advisory meetings, students are asked to present (i) a dissertation plan summarising work completed, (ii) a timetable for the completion of each chapter, and (iii) a statement of training completed and planned, as a basis for discussion of the student's individual training programme. Conference presentations, teaching experience, publications and career plans generally will also be addressed in the meeting. The Advisor should make a brief report on the meeting, show it to the student and then forward it to the Director of Postgraduate Studies in time for all the reports to be discussed in the final PGSC meeting of Easter term.
5. If the progress of a student in the second or third year of study gives cause for concern, this will be formally communicated by the Supervisor to the Postgraduate Sub-Committee before the division of the Lent term. At the discretion of the PGSC the student will be asked to submit additional work for the Easter term Advisory meeting, at which the Supervisor may also be present. This will consist of a piece of writing of 10,000 words in length (which may not replicate work submitted for Registration). This will be discussed by the student, Advisor and Supervisor at the Easter term meeting, in addition to the other items submitted, as outlined in the previous paragraph.

6. The meeting held in the Easter term of the third year will involve a further procedure. At this meeting the student will be required to produce, in consultation with the Supervisor and Advisor, a reasonably detailed schedule of the work remaining to be done and a timetable for completion. The supervisor will forward the timetable to the Director of Postgraduate Studies, who will refer to it in case of any subsequent application for permission to defer the date of submission. (Such an application has to be made if the student has not submitted by the end of the tenth term after the date of admission to the course.)

7. Advisors are eligible to act as examiners of the dissertation and may act as replacement Supervisors.

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Department of ASNC