

Principles for the Appointment of an External PGR Advisor and Development of Joint Supervision Arrangements



Principles for the Appointment of an External PGR Advisor

1. Where a student's research programme would benefit from specialist expertise which is not available internally, the appointment of an External Advisor could be considered.
2. In cases where an External Advisor is appointed, there will normally be two internal (Newcastle) supervisors, one of whom will act as the student's lead academic supervisor.
3. Where a cohort programme agreement (for example a DTC/CDT agreement), Memorandum of Agreement or Joint/Dual PhD agreement is in place, they will take precedence over this document.
4. The External Advisor can be appointed from outside UK HEIs, including international and industrial based appointments.
5. Normally IP will reside with Newcastle University unless otherwise specified at the outset of the arrangement.
6. These principles do not apply to colleagues holding an honorary contract with the University.

Appointment Process

7. The proposed External Advisor will be considered for approval by the relevant Head of Academic Unit (or nominee) followed by sign-off by the relevant Dean of Postgraduate Studies through completion of an Application for Change in Supervisory Arrangements, accompanied by an up-to-date CV.
8. When considering the appointment, the Dean of Postgraduate Studies will refer to the guidance in the Supervisory Arrangements section of the Code of Practice for Research Degree Programmes. (<https://www.ncl.ac.uk/student-progress/pgr/publications/>)
9. Any payment to be made to the External Advisor will be considered and approved locally and should be agreed in advance of appointment.

Principles for the Development of Joint Supervision Arrangements

10. Where the institution (or an individual academic unit) would like to develop links with another institution or an external partner (e.g. industrial partner) without entering into a formal Joint/Dual PhD, the development of joint supervision arrangements could be considered.
11. If the joint supervision arrangements involve a registered student from Newcastle, the following should be considered:

- The supervisory team should be compliant with the Code of Practice for Research Degree programmes, and the contribution/responsibilities of each supervisor should be clear.
- Whether the arrangement will involve the student or Newcastle based supervisor travelling to the other institution/external partner: If yes, how long, what would they be doing while there, are there any student visa implications and would the other university/external partner expect any fees to be paid or costs to be covered.
- Whether there are any overall costs associated with the joint supervision arrangement.
- Whether there is a timescale for the joint supervisory arrangements.

12. If the joint supervision arrangements involve a registered student from another university, the following should be considered:

- What contribution will the Newcastle based supervisor make and how they would contribute to the supervision.
- Whether there will be any payment to the Newcastle based supervisor for their supervision.
- Whether the supervision involves the supervisor travelling to the student's home institution and if yes, how will the costs be covered.
- Whether there is a timescale for the supervisory arrangements.
- Whether the supervision involves the student coming to Newcastle and if yes, for how long, what would they be doing while here, what facilities would they require access to and would Newcastle expect any fees to be paid. (If this is not part of a formal Joint/Dual PhD, if any period of registration is required this should be as an Occasional Research student and the occasional research guidance should be consulted.)

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