

**THESIS SUPERVISION PLAN (Master's Degree)**

<b>AUTHOR OF THESIS</b>	
Name	Student number
E-mail address	Major/degree programme
<b>THESIS</b>	
Title and scope of thesis (working title)	
1st supervisor:	Contact information
2nd supervisor:	Contact information
Research institute (name, contact information)	
<b>THESIS PROCESS</b>	
Beginning date	Estimated date of completion
<p><b>We agree on the following:</b>                  The thesis author and supervisors will meet regarding thesis supervision and guidance at least _____ times/thesis process.</p>	
<p><b>Working contract between the student and supervisors</b></p> <p>Student</p> <ul style="list-style-type: none"> <li>• is responsible for the work on, and the results of, his/her thesis</li> <li>• must follow generally approved ethical guidelines when conducting research on his/her thesis</li> <li>• must come prepared to meetings with the supervisors (material to be discussed in the supervision and guidance sessions is to be provided to the supervisor(s) one week before each meeting at the latest)</li> <li>• must keep in touch with the supervisor(s) as agreed upon</li> <li>• must proceed with his/her thesis work according to a set timetable</li> <li>•</li> <li>•</li> </ul> <p>Supervisor(s)</p> <ul style="list-style-type: none"> <li>• must guide the process of thesis work</li> <li>• must give verbal and/or written feedback to the student according to a set timetable</li> <li>•</li> <li>•</li> </ul> <p><i>This supervision contract will be terminated if there is a change in the supervisors. It is possible to change the supervisors on reasonable grounds with a decision confirmed by a head of department. If there is a change in both the supervisors and the topic of thesis, the thesis process in question will be suspended.</i></p>	
In Kuopio	____/____ 201_
<b>Signatures:</b>	
Student:	
1st supervisor:	
2nd supervisor:	

**PERSONAL STUDY PLAN (PSP) FOR THESIS (MASTER'S DEGREE)**

Name of student		Student number
Title of thesis		
1st supervisor		2nd supervisor
<b>Task<sup>*)</sup></b>	Planned date of completion (mo./yr.)	Completed (date/signature of supervisor)
Agreement on research topic		
Filling out the supervision document and the PSP for thesis		
Working on research plan		
Approval of research plan		
Applying for research permits		
Collection of data		
Analysis of data		
The composition of thesis report versions		
•		
•		
•		
•		
•		
Submission of thesis for evaluation		
Feedback session		
In Kuopio ____/____		
Signatures:		
Student	Responsible supervisor	

<sup>\*)</sup>The author may add or remove task fields if needed.

2 original documents: 1 to student and 1 to primary supervisor (to be filed at the student's home department/unit)

*The PSP for thesis can be updated on the suggestion of the student or a supervisor if needed.*