



This document briefly outlines guidelines for co-supervision of master's theses undertaken in the Joint European Master in Environmental Studies – Cities & Sustainability (JEMES CiSu).

Co-supervision, JEMES CiSu

For Master's theses under the JEMES CiSu programme, supervision is carried out jointly by a local supervisor from the university at which the student is enrolled, and a co-supervisor from any of the other partners/associated partners¹.

Co-supervision is sought in order to enhance the research level of the thesis work itself; enable further, research and teaching based engagement and collaboration between faculty in the consortium; and to facilitate co-creation of new knowledge to tackle the complex issues of sustainable urban development.

The role of the co-supervisor is mainly to provide additional and complimentary input to the thesis work. Depending on the level of previous collaboration between student(s), supervisor and co-supervisor, co-supervision can take many forms and have different levels of engagement. We seek a high level of interaction, but acknowledge that this will take time and depends on certain amounts of trust and previous knowledge about each other.

Each university may have their own guidelines reflecting how thesis work is carried out and what constitutes a good thesis. JEMES CiSu respects these guidelines, and supervisors, co-supervisors and students should therefore read carefully such guidelines before beginning their collaboration and refer to them as necessary.

In particular, the co-supervisor is expected to:

- 1) provide support in the early stage of thesis development incl. give insights to the state-of-the-art and inputs to possible research design
- 2) provide feedback during the final stages prior to the presentation of the work (both written and oral) on the scientific content of the thesis as well as the format and presentation style.
- 3) provide an evaluation and grade of the thesis work to the main supervisor by the deadline established by the host university.

It is the student's obligation to establish a working relationship and ensure involvement of co-supervisor, including defining if supervision takes place bilaterally (involving one supervisor at a time) or multilaterally (involving all supervisors at once), or a mix of the two.

¹ Partner universities are Aalborg University (AAU), Autonomous University of Barcelona (UAB), Hamburg University of Technology (TUHH), and University of Aveiro (UA). Associated partners are Columbia University (CU), Beijing Normal University (BNU), Beijing University of Technology (BJUT), and University of New South Wales (UNSW).



In order to facilitate further interaction and collaboration, CiSu coordinators will engage with co-supervisors at their university and seek their participation in Spring Meetings in order to enable co-supervisors and students to meet face-to-face and discuss the thesis work. In case this is not a possibility, an alternative option is for co-supervisors to participate in the student's oral defense of the thesis if such an event takes place. If neither is possible, student and co-supervisor may arrange to meet at other venues and times at their own discretion.

The JEMES CiSu consortium can reimburse travel expenses related to co-supervisor participation in **one** of the above events only. If several meetings are planned, supervisor and co-supervisor can apply for further travel funding (subject to approval) from the JEMES CiSu programme.

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