**Master’s thesis supervisor contract between student and supervisor**

**This is an agreement between**

**Student:

Supervisor:**

**Responsibility for the master’s thesis**The responsibility for the progression of the master’s thesis, and its final composition and content, rests with the student.

**Rights and obligations between supervisor and student**

**The supervisor shall**

* inform the student of what the supervision entails for both parties
* give advice on the formulation and delimitation of the scope of the research, and thesis question
* assist the student in navigating academic literature and data
* inform the student of relevant legal and ethical guidelines concerning the master’s thesis
* be responsible for ensuring that a project dealing with personal information is approved by the NSD, and to assure the quality of the form before it is submitted to NSD. See: <https://nsd.no/personvernombud/en/index.html>.
* be responsible for the implementation and quality assurance of the Risk and Vulnerability Analysis for the project. See: <https://student.oslomet.no/en/personvern-sam>
* be responsible for informing students about rules and routines for processing research data. See <https://student.oslomet.no/en/personvern-sam>

**The supervisor and student shall together**

* discuss the theoretical and methodological aspects of the thesis
* discuss the composition of the thesis (structure, documentation, arguments, language, etc.)
* discuss the results, together with the interpretation and presentation of these.

**The student shall**

* present a plan for the progression of the work on the thesis and of the supervision, together with the supervisor.
* complete the master’s thesis according to this plan. Deviations from the progress plan shall entail a revised plan between the student and the supervisor.
* meet prepared for the tutorial sessions and keep the supervisor regularly informed about the work on the thesis.
* strive to submit written material to the supervisor well in advance of each tutorial session.
* participate in tutorial sessions at least twice per semester, unless a special arrangement has been agreed upon with the supervisor.
* follow OsloMet’s guidelines for working on the master’s thesis.

**Student and supervisor**

Both student and supervisor may request a change in the supervisory relationship if the other party does not fulfil his/her obligations. A formal request must be addressed to the study administration.

Oslo,

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*Student Supervisor*