

**Σχόλια του Τμήματος Νομικής επί της Έκθεσης της Διεθνούς Επιτροπής για το
Διδακτορικό Πρόγραμμα Σπουδών του Τμήματος Νομικής**

Λευκωσία, 8 Ιουνίου 2018

Το Τμήμα Νομικής επιθυμεί να ευχαριστήσει τόσο τη διεθνή επιτροπή όσο και τον ΔΠΙΑΕ για τις ενέργειές τους για την πιστοποίηση των προγραμμάτων σπουδών του Τμήματος. Το Τμήμα είναι ευγνώμον για την ευκαιρία που μας δόθηκε να παρουσιάσουμε τα προγράμματα σπουδών, καθώς και για την εξαιρετική και εποικοδομητική συνεργασία με τη διεθνή επιτροπή. Το Τμήμα ευχαριστεί την επιτροπή για τα πολύ καλά σχόλια για το έργο του Τμήματος και για τη θετική εισήγηση που κάνει για την πιστοποίηση των προγραμμάτων του.

Η παρούσα απάντηση του Τμήματος αφορά μόνο το διδακτορικό πρόγραμμα σπουδών, καθώς το Τμήμα επείγεται για την έναρξη του προγράμματος τον προσεχή Σεπτέμβριο, ώστε να μην καθυστερήσει το χρονοδιάγραμμα που είχε τεθεί και το οποίο είναι σε γνώση της επιτροπής. Όπως προκύπτει από τις αναλυτικές απαντήσεις και σχόλια του Τμήματος στις παρατηρήσεις της Επιτροπής, το Τμήμα αποδέχεται και υιοθετεί όλες τις παρατηρήσεις της επιτροπής και έχει ήδη προβεί στις απαραίτητες αλλαγές στο διδακτορικό πρόγραμμα σπουδών. Οι μόνες (ελάχιστες) παρατηρήσεις της επιτροπής που δεν έχουν υλοποιηθεί αφορούν πολιτικές του Πανεπιστημίου από τις οποίες το Τμήμα δεν μπορεί να διαφοροποιηθεί, όπως αναλυτικά επεξηγείται πιο κάτω.

Ενόψει της εξαιρετικού κλίματος συνεργασίας που αναπτύχθηκε κατά τη διάρκεια της επίσκεψης της επιτροπής και της αποδοχής των εισηγήσεών της, ιδίως μέσω της σύνταξης ενός Handbook στο οποίο εμπεριέχονται όλες οι αλλαγές ως απτή απόδειξη της τάχιστα υλοποίησής τους, το Τμήμα αιτείται τη συνεργασία της επιτροπής και του ΔΠΙΑΕ για την ταχύτερη δυνατή πιστοποίηση του διδακτορικού προγράμματος, ώστε να μπορέσει να γίνει προκήρυξη θέσεων περί τις αρχές Ιουλίου και να ξεκινήσει ομαλά το διδακτορικό πρόγραμμα σπουδών τον Σεπτέμβριο 2018.

Τα σχόλια του Τμήματος Νομικής επί της Έκθεσης της Επιτροπής για το προπτυχιακό πρόγραμμα και για το διδακτορικό πρόγραμμα θα σταλούν στον ΔΙ.Π.Α.Ε εντός της προθεσμίας που έχει προσδιοριστεί (18 Αυγούστου 2018).

Με τιμή,

Αριστοτέλης Κωνσταντινίδης
Αναπληρωτής Καθηγητής Διεθνούς Δικαίου και Δικαίου Ανθρωπίνων Δικαιωμάτων
Πρόεδρος Τμήματος Νομικής Πανεπιστημίου Κύπρου

Σημ. Με *italics* είναι τα σχόλια της επιτροπής, ενώ σε απλό κείμενο ακολουθεί η απάντηση του Τμήματος.

1. Effectiveness of Teaching Work – Available Resources

Need for more detailed policies on certain aspects of the programme

- *The production of a PhD student handbook would be very advisable. A handbook would bring together all of the procedures and information necessary for the understanding of the educational process (academic calendar; supervision arrangements; assessment requirements; dissertation information; forms; points of contact; complaints, appeals and escalation etc).*

The Department has eagerly welcomed the Committee's recommendation and has already prepared a PhD student Handbook that brings together all procedures and information necessary for the understanding of the educational process.

- *We would encourage the Library to subscribe to online monograph series, such as the Oxford Scholarship Online.*

The Department has already asked the Library to subscribe to Oxford Scholarship Online as well as to the Edward Elgar online platform and is in constant contact with the Library in this respect. The Department expects that the University will cover the cost that will enable speedy access to these (and other) online monograph series.

- *The Committee feels that the Department needs a clear and uniform policy on feedback in supervision sessions; the adoption of individual supervision forms recording the outcome of each supervisory meeting;*

The Department has gladly adopted the Committee's recommendation. The PhD Handbook includes supervision guidelines and a sample of supervision record (attached as annex to the present document) with space for comments and feedback by the supervisor to be communicated to the student within a week following each meeting. There should be a minimum of six and a maximum of twelve supervision meetings to discuss the student's progress, the future direction of the research as well as the quality of assignments set by the supervisor.

- *Plagiarism detection software must be used as a matter of course at each stage that involves the submission of original work.*

The Department has asked the Library to appoint a member of the Library staff as contact person for inquiries relating to the plagiarism detection software available at the University

and arrange a meeting with all members of academic staff as well as PhD students of the Department to better acquaint them with such software. The meeting will take place in September.

2. Programme of Study and Higher Education Qualifications

Need for more detailed policies on certain aspects of the programme

- *The arrangements concerning the feedback provided to the student's written work need to be clearly set out and standardized.*

As stated above, the Department has implemented this recommendation. A sample Record Supervision Form is attached as Annex to the present document.

- *We also recommend the adoption of a clear upper limit of the doctoral dissertation. The figure of 100,000 words including footnotes is a good basis.*

The Department has opted for a word limit of 100,000 words (not including footnotes and bibliography). This is clearly stated in the Handbook.

- *The nature and content of the comprehensive examination needs to be defined and specified.*

The Department has defined and specified the nature and content of the comprehensive examination (to take at the end of the second semester) as follows (this information is included in the Handbook):

The comprehensive examination consists of a comprehensive literature review of the dissertation topic of up to 12000 words (not including footnotes and bibliography), which accounts for 70% of the examination, followed by an oral exam of one hour, which accounts for 30% of the comprehensive examination.

The literature review can be in either Greek or English and consists of a detailed identification and synopsis of relevant sources, in a comprehensive manner. It represents a digest of existing academic opinion, ranging from fundamental and classical sources to publications analysing specific aspects of the debate. The review should categorize sources in accordance with the argument they propose and in connection to each other. Moreover, the review must be conducted within the framework of the research topic selected and with an increased degree of specificity.

The purposes are:

- a. Conduct independent research (methodological skills)
- b. Identify relevant sources that are topical, reliable and up-to-date (occupy the field)
- c. Illustrate a deep understanding of the sources and of the fundamental principles underpinning the research area (master the material)
- d. Represent accurately the arguments of the sources (break-down of the arguments)
- e. Show a comprehensive understanding of the connections between sources and arguments (synthesis)
- f. Represent in a reflective manner the way in which the debate evolves (evaluate, reflect and identify areas of convergence, divergence, controversy and ‘blind-spots’)
- g. Prepare the ground for placing your research in order to assist innovative thinking (looking ahead)

The oral examination may be on the dissertation topic and any relevant topic in the field of the dissertation. The purpose of the oral examination is to check, examine and ascertain that the candidate has the necessary background knowledge and command of the relevant field and that the candidate can fluently and convincingly engage in a demanding academic conversation and respond to questions ranging from fundamental issues of the field to specific aspects of the dissertation topic. The oral exam may be in Greek and/or in English.

The comprehensive examination is organised by the Committee of Postgraduate Studies that appoints a second examiner from the academic staff of the Department – in addition to the Research Supervisor – for the purpose of the comprehensive examination. The deadline for submitting the literature review is the 1st May and the oral exam takes place on the fourth week of May.

The comprehensive examination is graded with "pass" or "fail". In case of failure, the resit examination takes place during the third semester (deadline for submitting the literature review is the 1st December and the oral exam takes place on the third week of December). In case of a second failure, the candidate is removed from the programme.

- *The writing of the thesis under the current plan commences quite late and is not in line with standard international practice in law.*

The Department fully agrees with the Committee and has restructured the timeline of the PhD programme of studies to accommodate this and other concerns of the Committee as follows:

Research Methodology Course (first semester):

Initial Research Stage/Literature Review (Stage 1, first and second semester):
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Comprehensive Examination (Stage 2, end of second semester):
Presentation and Approval of the doctoral dissertation proposal (Stage 3, end of third semester):
Final Research Stage (Stage 4, fourth semester onwards):
Presentation of the research proposal in scientific meetings (Stage 5, fourth semester onwards):
Writing of the doctoral dissertation (Stage 6, fourth semester onwards):

According to the revised timeline, the writing of the thesis commences by/at the fourth semester following the literature review and the presentation and approval of the thesis proposal.

- *It would be advisable to include student representatives in the PG Management Committee, and for the Department to close the feedback loop by communicating the ways in which it has responded to student feedback.*

The Department has restructured the PG Studies Committee to also include one representative of the LLM students and one representative of PhD students. In accordance with University of Cyprus regulations, students will only be present and discuss non-academic issues.

We have asked PhD students to make active use of this route to provide us with feedback by including the following information in the Handbook:

“There are elected student representatives (one LLM student and one PhD student) that take part in the Department’s Committee of Postgraduate Studies. Issues of a more general scope (not including academic issues) can and should be brought to our attention through this route. We do ask that you help us by providing us with the information we need to ensure that things run smoothly.”

3. Research Work and Synergies with Teaching

Creation of research methodology module

We recommend the creation of a research methodology module which would be compulsory for all PhD students and will be taken in the first semester of the programme.

The Department has endorsed and has acted upon the Committee’s recommendation. The Department will appoint Helen Hartnell, Professor of Law (Emerita), Golden Gate University School of Law, San Francisco, CA, as visiting Professor for the fall term of the next academic year, to teach three courses, including the proposed Research Methodology module for our

PhD students (in case, of course, the PhD programme commences in September 2018). Professor Hartnell has a very rich teaching record, which includes courses for thesis-writing postgraduate students. Her CV is attached as Annex to the present document and the course summary will be prepared in due course.

4. Administration Services, Student Welfare and Support of Teaching Work

Provision of financial resources at University level

The allocation of funds is highly centralized and with limited departmental autonomy.

The Department shares the Committee's concern and will raise the matter with the University authorities.

We feel strongly that members of staff should have structured opportunities for their personal and professional development. We expect that the creation of the Graduate School may help in that direction.

The Department fully shares the Committee's observation. We could not agree more.

5. Doctoral Programmes of Study

i. Admission Criteria and Terms

The Department could also provide the PhD in English

The Committee suggested the provision of the programme in English as well given that an excellent knowledge of English is a mandatory admission requirement (p. 14, 5(2) of the Application). The Committee noted the possibility of the submission of the dissertation in a language other than Greek (P. 13 of the Application, para 2 from the top). The encouragement of the submission of the doctoral thesis in English will facilitate the wide dissemination of research findings and ideas and will enhance the employability of students internationally (and help better align the programme with the Bologna criteria).

The Department has endorsed the Committee's recommendation and has revised the admission criteria and terms as follows (information provided in the Handbook):

The teaching language of the PhD Programme in Law is Greek or English. The doctoral dissertation may be written in English if the candidate has an excellent written and oral

command of English, and the Research Supervisor is in agreement. The candidate must declare the selection of language when submitting the research proposal for approval.

The literature review (within the framework of the comprehensive examination) can be in either Greek or English. The oral exam may be in Greek and/or in English.

The detailed doctoral dissertation proposal must be written in English. The oral exam of the proposal may be in English and/or in Greek.

ii. Programme Requirements

Inclusion of a provision of part-time PhD in Law

There is no provision concerning a part-time PhD in law. The Committee recommends the inclusion of such a provision in the regulations, in order to allow professionals to join the PhD programme. An appropriately adjusted time-frame for the completion of the programme should be adopted for that purpose.

As things now stand, the University does not (expressly) provide for an option of a part-time PhD. The Department will raise the issue within the University. Thus, for the time being, the Department can not (expressly) include such a provision. However, following the rigorous first three stages of the PhD programme (up to the successful presentation of the PhD proposal in the third or – in case of failure – the fourth semester), the timeline allows for abundant time (up to at least five years) for the final research and the writing of the dissertation that allows for a (de facto at least) part-time PhD in Law. In this respect, the provision of a minimum of six supervision meetings per year also accommodates a slower pace that can be more suitable for professionals.

iii. Programme Content – Taught Element

Course Attendance

The proposed PhD programme does not require a compulsory course attendance on the part of students who have graduated from a postgraduate programme in Law at the University of Cyprus or from another recognised postgraduate programme in Law up to two academic years prior to the submission of an admission application.

Course attendance could be required exceptionally if the Postgraduate Studies Committee believes that this would facilitate the students' research. In such cases, the attendance will be credited.

The Department has followed the Committee's recommendations and has dropped the requirement of course attendance. Instead, as it is stated in the Handbook, attendance of one or more courses of the Department's LLM programme has become optional, upon the recommendation of the Committee of Postgraduate Studies, when this is considered necessary for the doctoral candidate's research or/and will facilitate the progression of such research. PhD candidates attending such courses of the postgraduate programme(s) offered by the Law Department shall receive no credits for course attendance. The 60 ECTS initially credited for course attendance have been rearranged as follows: 30 ECTS are credited for the compulsory Research Methodology Course and 30 ECTS have been added to Stage Six, the writing of the thesis, which was previously credited with only 20 ECTS (it now accounts for 50 ECTS).

Provision of a Taught Research Methodology Course/research skill workshops

The Committee noted the absence of a specific Research Methodology course in the first semester. Such a course is necessary in order to provide adequate legal research training and skills at an early stage. It recommends the establishment of such a course which, in turn, would ensure that Learning Outcome 3 on page 9 of the Application is achieved (e.g., 'Develop and Apply high-level legal research skills'). It would be useful to adopt a process for monitoring attendance in the course.

As stated above, the Department has established a compulsory Research Methodology course in the first semester. The course will be compulsory for all PhD students and the course's instructor, Professor Hartnell, will be instructed to monitor attendance. The course summary will be prepared in due course.

The Graduate School could also contribute to the organisation of additional research skills workshops.

The Department will request the Graduate School's contribution to additional research skills workshops as per the Committee's recommendation.

iv. Programme Content – Stages and Procedures

Concerns about stages and preliminary assessments

The nature and content of the comprehensive examination was not defined and specified by the Department.

As stated above, this concern has been fully addressed.

The writing of the thesis comes quite late. This is not conducive for PhDs in law and is not in line with standard international practice.

As stated above, the writing of the thesis now commences at/by the fourth semester, following the successful completion of the literature review and the comprehensive examination and the presentation and approval of the thesis proposal.

Concerns about the process of examination

- The supervisor should not be a member of the examining committee due to the conflict of interest and the possibility of influencing the members of the examining committee.

- If the supervisor's presence is required during the examination, (s)he could attend as an observer.

The Department understands and to some extent shares the Committee's concerns. However, the Department cannot depart from current University regulations, which were influenced by the US and the Greek model, where the supervisor is also a member of the examining committee. The size of the examining committee (consisting of five members) and the provision that the President of the committee is a member of academic staff of the Department other than the research supervisor are two safeguards that aim to lessen the possibility of the supervisor's undue influence.

- The possible outcome of the examining process is either an award or non-award. The latter would require a resubmission of the thesis following the repetition of the whole process of defence of the doctoral dissertation. The Committee believes that there should be a provision of thesis resubmission with either minor or major corrections which are clearly specified and communicated to the candidate, that a specific time-frame should be set depending on the extent of those corrections.

The Department understands and shares the Committee's concerns. However, the Department cannot depart from current University regulations, but will raise the issue with the Graduate School with a view to amending the University regulations to establish more clear and specific provisions on resubmission and its time-frame.

- We strongly recommend the adoption of a clear upper word limit for the doctoral dissertation. The figure of 100,000 words, including footnotes, would be a good basis for this.

The Department has endorsed the Committee's recommendation and opted for a word limit of 100,000 words (not including footnotes and bibliography), which is clearly stated in the Handbook.

v. Participation of Students in the Evaluation of the Programme

Implementation of the University's Charter of Quality Assurance in Teaching

The Committee expects that the afore mentioned policy [the requirements of the University's Charter of Quality Assurance in Teaching, which contain the processing of student feedback questionnaires by the Centre for Teaching and Learning and the provision of feedback measures taken for improvement where required] will be rigorously implemented.

The Department is considering to provide access to the student feedback questionnaires not only to the Chair of the Department (who is not member of the Committee of Postgraduate Studies), as is currently the case, but also to the Committee of Postgraduate Studies.

Designation of a doctoral student as a representative and liaison officer

The Committee expects that all the processes [of regular review of the content of the programmes of study, the submission of a proposal for amendment to the Department's Council, and its final approval by the Senate of the University of Cyprus] will be effectively implemented when the proposed PhD programme commences. The designation of a doctoral student as a representative and liaison officer of the doctoral community would enhance this process.

The Department is committed to regular review of the content of the PhD programme of study in accordance with applicable University regulations and has already amended membership in the Committee of Postgraduate Studies to also include a representative of PhD students and a representative of LLM students to take part in discussions of non-academic issues.

vi. Number of Doctoral Students per Supervisor, Information on Plagiarism Check and Guidelines for Writing a PhD Dissertation

Credit for PhD supervision

It is important that PhD supervision is credited in the allocation of academics' workload.

The Department fully agrees with the Committee's observation and will raise the issue with the University authorities.

Plagiarism check

The Committee emphasises that the system [of plagiarism check which provides for the use of plagiarism detection software rules (e.g., Turnitin) and details the disciplinary rules pertaining to the offence] needs to be used at every stage that involved the submission of original work.

As stated above, the Department has asked the Library to appoint a member of the Library staff as contact person for inquiries relating to the plagiarism detection software available at the University and arrange a meeting with all members of academic staff as well as PhD students of the Department to better acquaint them with such software. The meeting will take place in September.

vii. Student Support and Supervision

Need for provision of:

- The number of meetings that a student ought to have with his/her supervisor; their frequency; the feedback given to the student; and the form in which such feedback will be recorded.

The Department has decided that supervisors must provide their students with a minimum of 6 recorded supervisions a year (a minimum of three each semester) and a maximum of 12 recorded supervisions a year (a maximum of six each semester). The feedback given is illustrated in the Record of Supervision Meetings Form (attached as annex to the present document) and includes feedback on, inter alia, the quality of submitted work, organization and efficiency, areas for improvement, plan of action etc.

- The provision of office space and computer equipment.

The doctoral students of the Department of Law have access to Room B111, which is located on Level -1 of OEA 02, that is, the same building as the Department of Law. Room B111 will be for the exclusive use of doctoral students of the Department of Law and it is equipped with computer terminals and printing facilities. The Department has already requested the Building Development Committee of the University to provide for additional space and equipment.

- The provision of a modest financial support to each doctoral student which would enable him/her to attend conferences and to purchase material required for his/her research.

The Department will favourably consider providing such financial support once the first year is completed, taking into consideration the Department's financial means and related budgetary concerns.

Final Remarks - Suggestions

- In order to ensure that the doctoral programme is of high quality, we would strongly encourage the University to invest in the development of the Law Department, both in order to ease the heavy teaching and administrative burden of the faculty (and thereby help them use their great research capability), and in order to facilitate the growth of the Department's new programmes.

- We would encourage the University to give the Department more control over the resources invested in its programmes.

The Department has already raised and will continue to raise these concerns of the Committee to the University authorities. It will also raise these concerns in the upcoming process of quality assurance of the University of Cyprus.

- All policies and procedures should be communicated to staff and students clearly, preferably in the form of an PhD Handbook.

The Department has already prepared a PhD Handbook communicating clearly all necessary information, policies and procedures to staff and students.

- The Department could also provide the Doctoral Programme in English.

This option is given, as analytically stated above. The Department is eager to welcome PhD students from abroad who are not native speakers of Greek and has amended admission criteria and regulations accordingly.

- The inclusion of a provision of part-time PhD in Law is required

For the time being, the Department cannot depart from University practice, which does not (expressly) include provision of part-time PhD. Yet, as stated above, following the rigorous first three stages of the PhD programme (up to the successful presentation of the PhD proposal in the third or – in case of failure – the fourth semester), the timeline allows for abundant time (up to at least five years) for the final research and the writing of the dissertation that allows for a (de facto at least) part-time PhD in Law.

- The Provision of a Taught Research Methodology Course is essential.

As stated above, the Department has established a compulsory Research Methodology course in the first semester (30 ECTS). The course will be compulsory for all PhD students.

- The nature and content of the comprehensive examination needs to be defined and specified by the Department.

The Department has defined and specified the nature and content of the comprehensive examination (to take at the end of the second semester) as follows:

The comprehensive examination consists of a comprehensive literature review of the dissertation topic of up to 12000 words (not including footnotes and bibliography), which accounts for 70% of the examination, followed by an oral exam of one hour, which accounts for 30% of the comprehensive examination. The literature review can be in either Greek or English and consists of a detailed identification and synopsis of relevant sources, in a comprehensive manner. It represents a digest of existing academic opinion, ranging from fundamental and classical sources to publications analysing specific aspects of the debate. The review should categorize sources in accordance with the argument they propose and in connection to each other. Moreover, the review must be conducted within the framework of the research topic selected and with an increased degree of specificity.

The oral examination may be on the dissertation topic and any relevant topic in the field of the dissertation. The purpose of the oral examination is to check, examine and ascertain that the candidate has the necessary background knowledge and command of the relevant field and that the candidate can fluently and convincingly engage in a demanding academic conversation and respond to questions ranging from fundamental issues of the field to specific aspects of the dissertation topic. The oral exam may be in Greek and/or in English.

The comprehensive examination is organised by the Committee of Postgraduate Studies that appoints a second examiner from the academic staff of the Department – in addition to the Research Supervisor – for the purpose of the comprehensive examination. The deadline for submitting the literature review is the 1st May and the oral exam takes place on the fourth week of May.

The comprehensive examination is graded with "pass" or "fail". In case of failure, the resit examination takes place during the third semester (deadline for submitting the literature review is the 1st December and the oral exam takes place on the third week of December). In case of a second failure, the candidate is removed from the programme.

- The writing of the thesis comes quite late. This is not conducive for PhDs in law.

The Department has revised the timeline of the PhD programme in Law. The writing of the thesis commences by/at the fourth semester (instead of the sixth semester under the initial proposal) following the literature review/comprehensive examination and the presentation and approval of the thesis proposal.

- The supervisor should not be a member of the examining committee due to the conflict of interest and the possibility of influencing the members of the examining committee.

- If the supervisor's presence is required during the examination, (s)he could attend as an observer.

The Department cannot depart at this stage from current University regulations, which provide that the supervisor is a member of the examining committee. However, the size of the examining committee (consisting of five members) and the provision that the President of the committee is a member of academic staff of the Department other than the research supervisor are two safeguards that aim to lessen the possibility of the supervisor's undue influence.

- The possible outcome of the examining process should include the possibility of resubmission subject to major or minor corrections within an appropriate timeframe for completion.

The Department cannot depart from current University regulations, but will raise the issue with the Graduate School with a view to amending the University regulations to establish more clear and specific provisions on resubmission and its time-frame.

- The adoption of a clear upper word limit for the doctoral dissertation is required. The figure of 100,000 words, including footnotes, would be a good basis for this.

The Department has opted for a word limit of 100,000 words (not including footnotes and bibliography).

- Student participation in evaluating the programme and in the quality assurance process is needed.

The Department is committed to regular review of the content of the PhD programme of study in accordance with applicable University regulations and has already amended membership in the Committee of Postgraduate Studies to also include a representative of PhD students and a representative of LLM students.

- Supervisors should receive credit for PhD supervision in the workload allocation.

The Department fully agrees with the Committee's observation and will raise the issue with the University authorities.

- The number of meetings that a student ought to have with his/her supervisor and their frequency.

The Department has decided that supervisors must provide their students with a minimum of 6 recorded supervisions a year (a minimum of three each semester) and a maximum of 12 recorded supervisions a year (a maximum of six each semester).

- The provision of office space and computer equipment for PhD students is recommended.

The doctoral students of the Department of Law have access to Room B111, which is located on the same building as the Department of Law. This Room will be for the exclusive use of doctoral students of the Department of Law and it is equipped with computer terminals and printing facilities. The Department has already requested the Building Development Committee of the University to provide additional space and equipment for use by the Department's doctoral students. Moreover, it is expected that the new Library of the University (expected to be operative in October 2018) will provide sufficient working space and computer equipment for doctoral students.

- The provision of modest financial support to each doctoral student which would enable him/her to attend conferences and to purchase material required for his/her research is encouraged.

The Department will favourably consider providing such financial support once the first year of the PhD programme in Law is completed, taking into consideration the Department's financial means and related budgetary concerns. This will be in addition to scholarships of €8,000 granted annually to full-time PhD students by the University of Cyprus following a competitive process. Such scholarships are granted for one academic year and are not renewable.



Record of Supervision Meeting

The purpose of this form is to facilitate and record communication between the student and the supervisor, encourage ownership and critical reflection by the student on the research and the learning process, and ensure easier assessment of the student's progress.

Student:

Supervisor:

Date of Meeting:

Location and arrangements of meeting (*face to face, skype, other*)

Agenda of the meeting:

Main issues discussed and progress made since the last meeting (courses/seminars/conferences attended, comprehensive examination preparation/writing/defence, thesis proposal preparation/writing/presentation, progress of research, chapters written/revised, publications, teaching, obstacles and problems in research etc)

Supervisor's comments and feedback/guidance/advice (pace of progress, quality of work, organization and efficiency, areas for improvement etc):

Proposed plan and action points or targets for next meeting, including new tasks:

Signed

Supervisor:

Date:

Student: