**Guidance notes: Awards for Excellence in Doctoral Researcher Supervision 2023/24**

The Awards for Excellence in Doctoral Researcher Supervision recognise outstanding achievement among doctoral supervisors.

**Who can make nominations?**

Current and previous doctoral researchers and academic members of staff.

**Who is eligible to be nominated?**

Any current Birmingham academic member of staff who has supervised candidates on doctoral programmes for a minimum of one year. It is not possible to self-nominate for the award.

**How do I make a nomination?**

To be considered for the Award, a supervisor must have **at a minimum** two nominations – of which at least one must be from a current or previous student. Statements from colleagues or co-supervisors can be included as the second nomination. Further nomination statements are encouraged where available.

Before submitting a nomination, please ensure that the person you are nominating has given permission for you to do so. Forms where the supervisor has not given permission will not be accepted.

Nominations must be made on the standard nomination form which can found [here](https://uobasops.formstack.com/forms/awards_for_excellence_in_doctoral_researcher_supervision_2023). Please fill out all sections of the form and remember to include the supporting statement(s), including a statement of support from the Head of School or School PGR Lead. The statements should demonstrate how the nominated person meets or exceeds the judging criteria below.

Please submit your completed form no later than **15th April 2024.**

**Judging Criteria**

The qualities and characteristics of an excellent supervisor may include:

* A pioneering approach to supervision: what has the nominee done above and beyond that which is expected of any good supervisor?
* Demonstrable enthusiasm for the role and going the extra mile to help students navigate through difficulties, academic or otherwise.
* Challenging students intellectually and helping them to make substantial contributions to their academic field.
* Evidence of the impact and outcomes of research supervision, such as successful and timely completions and co-publication or production of other research outputs with or by their candidates.
* Acting as a role model for students and colleagues

When filling out your nomination, please explain how the nominee demonstrates excellence in supervision, with reference to the judging criteria set out above.

**What Happens Next?**

The forms will be judged by College panels before being forwarded to the University Graduate School, where a University level judging panel will approve the winner from each College. The winners will be announced at the University Graduate School Awards Event in June.

If you have any questions about the process, please email graduateschool@contacts.bham.ac.uk.