

CURTIN STUDENT GUILD

INDEPENDENT OF
CURTIN.

THIS IS YOUR
STUDENT UNION.



CURTIN STUDENT GUILD



Help & Support

Dr. Andrew Cameron
Student Assist

Student Assist

- *A department of the Curtin Student Guild*
- *Our service provides **advocacy, support, and welfare***
- *We are **confidential***
- *If something goes wrong or there are unexpected delays with your HDR progress, please reach out to us*
- *We are experts in Curtin's policies and processes; we can work with you to decide the best path forwards*



Common HDR issues

- *Concerns about supervision*
- *Delays and extensions to Milestones/Thesis Submission*
- *Co-authorship concerns*
- *Conditional status*
- *Visa concerns/extensions*



Our approach

- *Ensure student is aware of appropriate channels to raise concerns*
- *Ensure the student is familiar with any policies or procedures that are relevant to their situation*
- *Work with the student and staff to ensure a fair and equitable outcome*
- *Manage expectations of a realistic outcome*
- *Provide guidance on the writing of any letters, such as appeals*
- *Attend any meetings as the student's support person*
- *Ensure the student is referred to appropriate support services*



Systemic issues

- *Power dynamic with supervisors disadvantageous to students;*
- *Students afraid to rock the boat;*
- *Students often seek help when it is already too late.*



Our recommendations

- *Discuss expectations early in project*
- *Review and adjust expectations as project progresses*
- *Discuss authorship attribution in advance*
- *Follow a best practice principle for meetings*

- *Contact Student Assist if something goes wrong*



Supervision meetings – best practice

- *Agree on a regular schedule for meetings*
- *Prepare an agenda for each meeting*
- *Take notes during meetings; specify action items and due dates*
- *Submit summary of meeting and action items to supervisors for review*



Curtin community

- *Ensure you are in regular contact with your co-supervisors and are aware of the pastoral role of Thesis Chair*
- *Check out the Guild's student clubs and organisations such as the Postgraduate Student Committee*
- *Check out library workshops and HDR resources*



Asking for help

- *If something goes wrong, don't delay in asking for help*
- *If you believe things are not going to plan, keep detailed records of what is occurring; don't rely on your memory*
- *There are no negative consequences for asking for help or having a chat to us*
- *Our service is **confidential***



GOT A PROBLEM? COME TO THE GUILD!

Student Assist is here to help:

- Academic Support
- Financial Issues
- Personal Issues

Independent advice & support for students.

Location: **Building 106F**

Email: student.assist@guild.curtin.edu.au

Phone: **(08) 9266 2900, or free call 1800 063 865**



Our website