

University of Oxford

Mathematical, Physical and Life Sciences Divisional Office
9 Parks Road, Oxford OX1 3PD



From the Mathematical, Physical and Life Sciences Division

Statement of Provision for Graduate Research Students

The purpose of this statement is to indicate what a graduate research student might expect to be offered in the Mathematical Institute. It is expected that during a graduate's first term at Oxford, each graduate student and their supervisor will discuss the statement of provision, and the supervisor will confirm to the departmental DGS the individualised provision as it applies to that student. The provision should be reviewed by the supervisor with the student at least once a year.

Further information and guidance about research degrees may be found in the University's *Notes of Guidance for Research Degrees* at

<http://www.admin.ox.ac.uk/epsc/guidance/index.shtml>

1. What arrangements will be put in place for supervising the graduate's work?

You will have a named supervisor or supervisors, normally as indicated in your offer letter, who will have overall responsibility for the direction of your work on behalf of your department. Typically, you should expect to have meetings with your supervisor or a member of the supervisory team with a frequency of at least once a fortnight averaged across the year. The regularity of these meetings may be subject to variations according to the time of the year, and the stage you are at in your research programme.

2. What induction arrangements will be made?

You will have departmental induction before the beginning of your first term. The main induction to the department is provided at the start of Michaelmas Term. Other arrangements will be made for students starting at other times of the year. Your supervisor(s) will arrange more specialised induction subsequently.

3. What workspace will be provided?

Workspace will be related to individual circumstances. Some students will have shared office space. Others will have access to the Graduate Study Area in the main building.

4. What IT support/ library facilities will be available?

You will have access to the Mathematical Institute computing officers, and to the Whitehead Library (in addition to the RSL and other university libraries, and the centrally provided electronic resources). The provision of other resources specific to your project should be agreed with your supervisor as a part of the planning stages of the agreed project.

5. Which research seminars will be available?

You will have access to the research seminars and junior seminars that individual research groups or groups with common areas of interest organise for their own members and others. You will also have access to the departmental colloquia.

6. What access to research funds will be available?

Each graduate research student will have a budget to assist with attendance at conferences, as detailed at

<http://www.maths.ox.ac.uk/current-students/graduates/travel-grants>

7. What formal graduate skills training will be provided?

You will have the opportunity to attend a variety of skills training sessions offered by the department, (e.g. LaTeX, class teaching) as appropriate to the different stages of your graduate career. The MPLS Division also organises courses and career planning events, details of which are emailed to students via their departments. Information about transferable skills training is provided in the division's WebLearn site

<http://www.weblearn.ox.ac.uk/site/mathsphs/gradstudents/>

Information about divisional training and other courses offered across the University is also available through the Skills Portal at

<http://www.skillsportal.ox.ac.uk>

This site provides information about transferable skills development for research students and research staff at Oxford University, and includes a searchable database of skills training opportunities, links to articles on subjects such as project management, teaching and career planning, and message boards for asking questions and discussing issues with other researchers. An online Personal Development Planning System also is available through the Skills Portal.

The department also has a wide range of mathematics courses suitable for graduates, as detailed on the lecture lists. These include final year undergraduate courses and MSc courses, as well as those provided specifically for graduates.

8. What opportunities will be available for developing and practising teaching skills?

The University has established a Centre for Excellence in Teaching and Learning (CETL), which will support the development of research students who wish to follow an academic career, including training in teaching skills. Information about the department's CETL activities can be found at

<http://www.maths.ox.ac.uk/current-students/graduates/training/>

Events begin with a compulsory seminar on class teaching, which forms part of the induction session at the beginning of your first term. In addition to departmental class teaching there may also be opportunities to undertake tutorial teaching in colleges.

9. What arrangements for accommodation and meals, and for tea, coffee and social facilities, will be made?

Department:

Research students can use the departmental common rooms in the main St Giles' building and in Dartington House. Morning coffee and afternoon tea are served. This encourages interaction between research groups in the department.

Departmental colloquia bring research students together with academic and other research staff in the department to hear about on-going research, and provide an opportunity for networking and socialising.

College:

Many colleges will be able to provide you with at least one year's accommodation. Generally speaking your college will provide meals throughout the year, but provision will vary from college to college, especially during vacations, and you will need to familiarise yourself with your college's detailed arrangements. In addition there are usually self-catering facilities available in graduate accommodation. You will be a member of the Middle Common Room, or equivalent, of your college, which is the main social centre for graduates. The MCR provides a common room and usually organises a programme of social events throughout the year. The college will also provide a bar, some computing facilities and a library, and may often have dedicated funds for research (conference and field grants). It also represents the interests of its members to the college through an elected Committee or through elected representatives to College Committees. Again, details will vary from college to college. Graduates are also welcome to participate in all other social and sporting activities of the college. Please see individual college websites for further details about all aspects of college provision.

Central:

Graduate Research Students may become members of the University Club in Mansfield Road, and participate in the range of sporting activities provided by the University.

10. What arrangements are in place for pastoral and welfare support?

Department:

Within the department, your supervisor and advisor, Director of Graduate Studies and Academic Administrator are all available to offer support. The Consultative Committee for Graduates provides a channel through which graduate students' views and concerns can be brought to the attention of the Departmental Committee.

College:

There is an extensive framework of support for graduates within each college. Your college will allocate to you a College Advisor from among its Senior Members, usually in a cognate subject, who will arrange to see you from time to time and whom you may contact for additional advice and support on academic and other matters. In college you may also approach the Tutor for Graduates

and/or the Senior Tutor for advice. The Tutor for Graduates is a fellow of the college with particular responsibility for the interests and welfare of graduate students. In some colleges, the Senior Tutor will also have the role of Tutor for Graduates. Each college will also have other named individuals who can offer individual advice. The University also has a professionally staffed confidential Student Counselling Service which offers assistance with personal, emotional, social and academic problems.

Central:

The University provides a Student Counselling Service (<http://www.admin.ox.ac.uk/shw/counserv.shtml>) and Careers Service (<http://www.careers.ox.ac.uk/>).