

Supervisor Interview Checklist: Student Edition

The supervisor will be responsible for preparing students to become experts and scholars in their disciplines, ensuring that students develop competency in their fields and mastery of their areas of specialization. The supervisor and student will meet regularly (once a month at minimum) regarding research interests and progress in the program, discuss content of current seminars and improve research and writing skills, modify seminar papers into content suitable for conference presentations and articles, develop a bibliographic reading list for field of study and for comprehensive exams, and the supervisor will oversee and guide the student through the comprehensive exam and the entire dissertation process.

How To Find Your Supervisor:

1. Think through your top three choices of faculty members that you would want as your supervisor. Contact and schedule an interview with your top choice.
2. Use the following questions as a guide in each interview to determine whether or not each faculty member would be a good fit as your supervisor:
 - a. What are your research areas of expertise?
 - b. What topics have you written on?
 - c. What peripheral research areas do you enjoy?
 - d. Do you have capacity on your plate to supervise an additional student?
3. The faculty member will also ask about your research interests and academic/professional goals, so share freely in order for them to assess whether you would be academically compatible. This faculty member would be a good fit if...
 - a. He or she is an expert in your research interests or is knowledgeable enough in your research interests to guide you well.
 - b. He or she has the capacity to take on an additional student.
4. After the interview, a faculty member may agree to accept you as a supervisee or suggest an alternative professor according to your research interests. If needed, schedule interviews with your second and third choices. Supervisory acceptance contributes to your overall acceptance into the PhD program.
5. Fill out the second page of this document stating which faculty member has informally agreed to supervise you and upload the completed PDF to your application portal.



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After interviewing with one or more faculty members, I have received informal confirmation from a professor that he/she would be willing to supervise me upon admission to the program. I understand that this is not a guarantee of my admission to the program but will contribute to my overall application.

Student's Name: _____

Professor's Name: _____

Date: _____