

Department of Earth and Planetary Sciences

Non-EPS Research Advisors for EPS Students and EPS Co-Advisor Responsibilities

Every EPS PhD student with a non-EPS research advisor from a different Harvard department or institution must have an active EPS co-advisor. The EPS co-advisor will communicate with the student's primary research advisor, the EPS Graduate Studies Committee (GSC) and the EPS graduate coordinator about academic or financial issues as needed. The EPS graduate coordinator will provide EPS faculty with a list of their co-advisees annually.

Academic responsibilities of the EPS co-advisor

- Advise and direct the student about coursework and program requirements as needed
- Meet with the student at least once a term to be updated about degree progress
- Sign the annual student progress report
- Communicate with the student's primary research advisor about the student's progress on a regular basis (at least once a term)
- Chair the oral exam committee and the dissertation committee

Financial responsibilities of the EPS co-advisor

- Assist student in locating new advisor/funding if necessary

PhD Students who wish to work with an advisor external to EPS are reminded that:

- They must get GSC approval before selecting to work with a non-EPS advisor
- They must select and obtain the agreement of their EPS co-advisor to serve in this role at the time they identify the non-EPS research advisor.
- EPS policy states that Ph.D. students who work with non-EPS advisors have their financial support and tuition paid for by their non-EPS advisor and the non-EPS advisor's department, rather than by EPS. EPS has no financial obligations in such cases.