



MIC STUDENT RESEARCH PAYMENT GUIDELINES

Research Supervision is a time consuming and highly professional task. Research Supervisors are expected to provide assistance and guidance as stipulated in the MIC Guidelines for Student Research Supervision. The timeline of meetings are detailed in the Student's work plan requisite.

Generally, by meeting, at MIC we recognize this as physical sittings with the supervisor and the student. However, in situations where a physical meeting is not possible, a relevant real-time meeting session using skype or any other online platform is acceptable.

The student's work-plan requisite describes the various meeting points and meeting functions. Please note that, not all meetings are compulsory. The meetings marked as "PAID" are the compulsory meetings. However, it is highly recommended of the supervisor to communicate with the students at all meeting points. It is at the discretion of the supervisor to limit the unpaid meetings to mere correspondences through mail or any other means.

If a student is not able to meet the minimum requirements through the standard number of paid meetings, additional meetings can be arranged at the expense of the student for additional supervisor charges.

Full time lecturers will be paid half of the above scheme, should they be supervising a student.

The supervisor has to fill the Research Supervision Claim Slip and send through the Branch manager to the head office finance department and cc to dean for the processing of payment. (Supervision Claim Slip attached in Appendix I)

Payment Scheme for Undergraduate Research Supervision

Following Table describes the various meeting points, purpose and payment details

Meeting	Term	Purpose	Payment (MVR)
Meetings 1 / 2	Term 1	Formulating research proposal	100 (payable for 1 meeting)
Meetings 3 / 4 / 5	Term 2	Develop project communication plan Present and Discuss draft proposal	100 (payable for 2 meeting)
Meetings 6 / 7	Term 3	Approval / Disapproval/ Revision of Draft	100 (payable for 2 meeting)
Meetings 8 / 9 / 10 / 11		Discussion of research paper draft / marking the research / finalizing the research	1000(payable for marking plus 1 meeting for communicating with the student.
Total payable:			1500



Payment Scheme for Postgraduate and Masters Research Supervision

Following Table describes the various meeting points, purpose and payment details

Meeting	Term	Purpose	Payment (MVR)
Meetings 1 / 2	Term 1	Formulating research proposal	100 (payable for 1 meeting)
Meetings 3 / 4 / 5	Term 2	Develop project communication plan Present and Discuss draft proposal	100 (payable for 2 meeting)
Meetings 6 / 7	Term 3	Approval / Disapproval/ Revision of Draft	100 (payable for 1 meeting)
Meetings 8 / 9		Discussion of research paper	100 (payable for 1 meeting)
Meetings 10 / 11		draft / marking the research / finalizing the research	1100 (payable for marking plus 1 meeting for communicating with the student.
Total payable:			1600



MIANZ INTERNATIONAL COLLEGE
INSPIRING EXCELLENCE



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Research Supervision Claim		
Course:		
Student:		
Campus:		
Batch:		
#	Details	Amount
1		
2		
3		
4		
5		
Total		
Supervisor's Name		
Supervisor's Signature:		
Account Number:		
Phone:		
Date:		
Approved by:	Checked by:	
Name:	Name:	
Date:	Date:	

Note: Please fill a separate slip for every student supervised