

Guidelines for DMin Supervisors & Readers

Singapore Bible College

Doctor of Ministry

11th Edition revised 5 August 2014

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# Qualifications

## Academic: Recognized doctorate (PhD or DMin or EdD from an accredited graduate school)

## Practical: Good experience related to area of research

# Remuneration

## This information will be communicated directly to the supervisor/reader by the DMin Department.

## Both the supervisor and reader will only be remunerated at the Oral Defence, as their final reports will have been received by then.

## The remuneration is S$750 for the supervisor and S$400 for the reader.

## The student may request a change of supervisor up to six months after candadicy due to unforeseen circumstances or pragmatic reasons. These include a change in dissertation approach or direction, as well as a negligent supervisor. The DMin Office will inform the supervisor of the termination of the service.

# Commencement of Writing and Supervision

## The first year of research writing begins on the date of acceptance of Candidacy by DMin Director.

## The supervisor would have approved the proposal prior to this.

# Commitment and Accountability of Supervisor and Reader

## Supervisor

### The supervisor acts as a study guide for the student from the proposal to the last stage of the research. Therefore, the supervisor is the first examiner who must clear the student.

### The supervisor approves the DMin Dissertation Proposal *before* the student submits his application for Candidacy to the DMin Office.

### The supervisor commits to supervise the student for the initial two years at least.

### The supervisor acts as the primary mentor on the dissertation and must be available for consultation with the student on all phases of the project. Either the supervisor or the student may request consultation.

### The supervisor serves as reader and evaluator of the project. The student will progress to the next phase/chapter of the dissertation upon the supervisor’s permission. In other words, the supervisor guides the student on a phase-by-phase/chapter-by-chapter basis.

### The supervisor submits reports on the student’s progress to the DMin Director and notifies the DMin Director when the research is satisfactorily completed for the purpose of oral defence.

### The supervisor is required to sit in the oral defence committee.

## Reader

### The reader receives a copy of the proposal in order to prepare the student for the work.

### The reader is to read chapter submissions by the student and submit a report to the DMin Director on the strengths and weaknesses on all completed work. He also sends a copy to the student and states if the research can be accepted. This report will serve as a basis for discussion at the oral defence. Some readers prefer to read the disseration chapter-by-chapter whereas others prefer to read it at a single sitting. Either option is acceptable to the DMin Office.

### The reader must evaluate the dissertation in six weeks or less.

### The reader communicates comments and suggestions to the student, preferably through the supervisor.

### The reader advises the supervisor on the readiness for oral defence.

### The reader is required to sit in the oral defence committee.

# If both the supervisor and reader are residing outside Singapore, the student will bear the costs for both the supervisor and reader to sit in the oral defence committee. This committee will comprise of the DMin Director, supervisor and reader.