

**Doctoral Program in History, Anthropology, and Science, Technology and Society**  
**(HASTS)**

**CONFIRMATION OF ADVISOR**

***Both parties should review the following sections from the  
HASTS Student Handbook before signing on the back of this form.***

*3.3 The Principal Advisor-Student Relationship*

The student-advisor relationship plays a central role in helping students define and modify their individual programs as their interests gain focus.

Students and faculty should seek a match of intellectual interests and the potential for a productive working relationship. Keep in mind that because the Program encourages the development of individual student projects, some students will inevitably have advisors who do not work precisely in the student's field. Still, it is important that student research takes place in areas where HASTS has academic strength and expertise.

Advisors and advisees should meet regularly to review the student's progress toward timely fulfillment of the Program's requirements (see sections 4 through 11). Once chosen, the principal advisor may review the first-year paper and act as principal reader for the second-year paper. Both advisors and advisees should contact the Director of Graduate Studies with any issues that cannot be resolved in the course of their work together.

Students are obligated to keep their advisors fully informed of all activities and developments related to their studies, and advisors should be responsive in reviewing students' progress. Specifically, students and advisors should adhere to the expectations outlined below.

*3.3.1. Principal Advisor Responsibilities to Student Advisee*

- Meet at least twice per term to review progress, courses of study, research, and plans.
- Write recommendation letters as necessary for student's professional development.
- Help student identify and pursue funding opportunities.
- Introduce student to relevant colleagues at conferences, etc.
- Inform Program (DGS, Steering Committee, and/or Academic Administrator) of student issues.
- Read student's relevant papers and respond in a timely manner.
- Establish and communicate expectations and academic standards.
- Help students with oral presentations and paper presentations.

Ideally, the student/advisor relationship will encourage discussion of any personal issues for students that might hinder their ability to do their work in an effective and efficient way. If this is not the case, it is important that students find someone to whom they can turn for guidance within HASTS or elsewhere at MIT.

3.3.2. *Student Obligations to Principal Advisor*

- Advise of progress at least twice per semester.
- Provide examples of work in progress to enable advisor to offer guidance and critique as work develops.
- Discuss with advisor plans for course work, research, and TA responsibilities.
- When requesting recommendations:
  - o Provide advisor with draft of student's letter, essay, or proposal.
  - o Provide all relevant materials at least two weeks before deadline.
  - o Fill out and submit all forms (signed by advisor) in a timely manner.
  - o Notify advisor of outcome of proposal/job application.

My signature acknowledges that I have read the above information and have agreed to become principal advisor to \_\_\_\_\_.  
(student's name)

\_\_\_\_\_  
(faculty member's name) (faculty member's signature) (date)

I have also read the above information. \_\_\_\_\_  
(student signature) (date)

(*Student:* Obtain signatures, make a copy for your records, and return the original form to the STS Academic Administrator.)