

## QGG Mentor Guidelines

QGG has a mentor system for PhD students (started in 2023, slightly revised in 2026). The aim of the system is to provide a person each student can ask for advice (in confidence). For example, the mentor can provide guidance on the PhD requirements, and check the student is happy with their progress. The current mentor is Kristian Meier, whose office is Room 308, Building 1130 on the Aarhus University Campus ([kristian.meier@qgg.au.dk](mailto:kristian.meier@qgg.au.dk)).

Below are the guidelines for the mentor system.

### **First Meeting (as part of a group)**

The mentor will invite each student to a welcome meeting, ideally within three months of the student starting their PhD. These are group meetings (approximately 30 minutes long) that enable the mentor to explain the basics of doing a PhD at QGG, and answer any questions about the PhD Plan.

Note that supervisors no longer attend the first meeting.

### **Mid-term Meeting (individual)**

The mentor will invite each student for a one-on-one meeting about halfway through their PhD. Here the mentor will check the student is fulfilling the compulsory aspects of a PhD (e.g., has planned a research stay), and ask if they have considered their post-PhD plans.

Note that this meeting is optional, so the student is welcome to decline the invite.

### **Final Meeting (individual)**

The mentor will invite each student for a one-on-one meeting a few months before the end of their PhD. Here the mentor will check the student is on course to complete.

Note that this meeting is optional, so the student is welcome to decline the invite.

### **Extra Meetings (individual)**

If a student would like an extra meeting, they can contact the mentor.

### **Touch Base Meetings (all PhD students)**

In addition to the mentor scheme, QGG holds one-hour touch-base meetings, four times per year. These are arranged and hosted by QGG's secretary (currently, Louise Koue), and are a chance to catch up with fellow PhD students, and raise any general concerns.