

From: [postgraduate.law.Resource](#)
To: [LAW PHD STUDENTS](#)
Cc: [Takhar, Sukhjit](#); [Wilson, Amanda](#)
Subject: Monthly supervisory meetings and missed monitoring points.
Date: 28 July 2026 15:17:42
Attachments: [Tabula Monthly Supervisor Meeting Instructions.docx](#)

Dear All PGR Students,

I hope you're all having a good summer and enjoying the current heatwave.

Supervisory meetings should be recorded on Tabula during the summer and we have a considerable amount missing for June and July 2026.

Monthly supervisor meetings face to face are required as part of the Student Engagement and Progress Monitoring Policy. These should be recorded mostly for full time students and bi-monthly for part time students.

International students should be particularly aware of the consequences of missing contact/ Monitoring Points: Student Administrative Services is obliged to report to the Home Office UK Visas and Immigration if any students holding Student Visas have been found not to be engaging with and attending their course. This will normally lead to the curtailment of their visas.

Please can you contact your supervisor to arrange a meeting as soon as possible if you haven't managed to meet during June or July 2026 yet.

If you are unwell and unable to engage in your studies you may take a period of Temporary Withdrawal this can be applied for via Student Records Online medical evidence will be required.

The Director of Student Wellbeing is Ali Struthers please feel free to contact Ali if you wish to discuss your circumstances and need support.

If you need any additional support or advice regarding the programme or your individual circumstances you can also contact the Director of Postgraduate Studies, Amanda Wilson

Thanks

Rachael Bidgood

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Work pattern: Tuesday to Friday (no weekends or bank holidays)