

**RECOMMENDATION FROM  
THE RESEARCH INTERNSHIP SUPERVISOR  
- M2 APPLICATION 2018-2019 -**

Dear colleague,

You have agreed to supervise the research internship of a candidate student for the 2<sup>nd</sup> year of the Research Master in Cognitive Science (“Cogmaster”) for the academic year 2018-2019, providing the student is admitted.

<b>YOUR LAST NAME and first name:</b> .....
<b>LABORATORY:</b> .....
LAST NAME and first name of the candidate: .....

<b>YOUR LAB IS LOCATED IN PARIS</b>	
- and your plan is to supervise an entire internship ( <b>1<sup>st</sup> and 2<sup>nd</sup> semester</b> ) :	<input type="checkbox"/>
- and, as a member of the Cogmaster’s Faculty Board, your plan is to supervise during the <b>1<sup>st</sup> semester</b> , the preparation of an internship outside Paris:	<input type="checkbox"/>
<i>Please specify the name of the hosting supervisor and his/her laboratory outside Paris:</i> .....	
<b>YOUR LAB IS OUTSIDE PARIS</b>	
- and your plan is to supervise during the <b>2<sup>nd</sup> semester</b> an internship in relation with a laboratory in the Paris region:	<input type="checkbox"/>
<i>Please specify the name of the correspondent researcher in Paris (member of the Board):</i> .....	

<b>OPINION on the candidate and his/her research project:</b> (Everything you want the admission committee to take into account should appear on this document, since you will not be able to attend the deliberation.)

I have read and agree to the terms of supervision (see next page).

DATE:

SIGNATURE:

**Please return this document directly to:**  
Cogmaster – Master Recherche en Sciences cognitives  
CUSP, Bureau 102 – 45 rue des Saints-Pères – 75006 Paris  
Tél. : +33(0)1 42 86 43 17 – [www.cogmaster.net](http://www.cogmaster.net)

Or by email to: [mastere@cogmaster.net](mailto:mastere@cogmaster.net)

## - TERMS OF SUPERVISION -

### 1. Goals

The M2 internship is an introduction to research. The goal is for the student to carry out an original research project in cognitive science in an independent and integrated manner. The project is defined in collaboration by both the student and the supervision.

You can find information about the kinds of research questions carried out in the Cogmaster at:

[http://sapience.dec.ens.fr/cogmaster/www/f\\_01\\_recherche.php#Tag1.3](http://sapience.dec.ens.fr/cogmaster/www/f_01_recherche.php#Tag1.3)

### 2. Time course of an internship

2.1 First-semester Preparation: September to January, 1 day per week (6 ECTS)

The student must spend the equivalent of one day per week preparing the internship during the first semester. Preparation consists of bibliographic research, experimental or theoretical preparation, preliminary tests, etc.

Evaluation is binary (pass/fail) and depends on presence in the laboratory during the first semester and on a written report (2 pages) and oral presentation (8 minute presentation + 10 minutes for questions/discussion). The report and oral presentation should outline the student's plan for the second semester. The presentation takes place at the end of January and is open to the public; the supervisor, tutor and director of studies are present. The goal of the presentation is to demonstrate the feasibility of the project and to prepare for questions that may arise at the end-of-the-year thesis defence (see below).

2.2. Second semester: February to June, full time (30 ECTS)

During the second semester, the student carries out the project that was prepared during the first semester. It takes place in the laboratory and is a full-time activity: the student cannot take any other courses during this time.

Evaluation is based on a written thesis. Excluding outline, bibliography and annexes, the expected number is 10000-15000 for thesis producing data (even simulation data) and 10000 -20000 for theoretical thesis. The thesis paper will be read by two examiners, neither of whom can be from the lab in which the internship took place, and at least one of whom is a member of the Cogmaster board. The thesis defence takes place either in June or September and is evaluated by a jury consisting of the Cogmaster board, which awards the final grade. The supervisor is strongly encouraged to attend. The goal of the thesis paper and defence is to demonstrate the student's capacity to become a future researcher.

### 3. Supervisor responsibilities

The supervisor commits to providing the student with the scientific and technical means to carry out the project. More specifically, s/he commits to:

- Integrating the student in the laboratory or research group (access to the lab, desk, etc.)
- Granting access to the resources necessary to the project (bibliographic, computers, subject pools, etc.).

S/he must also guide the student throughout the project. More specifically:

- Holding regular meetings (at least once a week)
- Supervising the written thesis and oral defense.

The supervisor must accompany the student's independent intellectual growth, offering him/her an introduction to different aspects of research, as well as scientific and practical supervision (including rereading the thesis and preparing the defense).

Note: the supervisor can delegate some responsibility to colleagues or senior students, but s/he is scientifically and pedagogically responsible. In all cases, s/he must write a confidential evaluation of the student and his/her work at the end of the internship.

### 4. Internships outside the Paris region or abroad

Such internships require a tight coordination between the laboratory in the Paris region in which the student will prepare the internship during the first semester (and the correspondent researcher within that lab), and the supervisor/ laboratory outside Paris or abroad.

The correspondent researcher in Paris must supervise the first semester according to the rules laid out in 2.1. S/he is responsible for making sure that the second semester is prepared in tight coordination with the supervisor outside Paris or abroad, that both the student and supervisor understand the constraints and requirements of the evaluation (thesis paper and defence).

The supervisor outside Paris or abroad must communicate with the correspondent supervisor in Paris to make sure that the preparation corresponds to the requirements of the second semester. S/he must make sure that the student has access to the resources as indicated in 2.1.

### 5. Reminder about stipends

The Cogmaster reminds all supervisors of the law stipulating that all internships in public institutions must be paid when they are longer than 2 months and correspond to more than 44 days of presence.

The stipend is fixed at 15% of the maximum social security level (approximately 550€ per month). The length, hours and amount must figure in the internship contract signed by the student, the supervisor and the institution (Univ. Paris Descartes, ENS or EHESS).