

Replaces (please remove) Section 5.14 Issued 04/09

5.14 DOCTOR OF PHILOSOPHY

1 Name of Degree

Doctor of Philosophy (PhD)

2 Management Body

The Research Committee, hereinafter referred to as the Committee, shall be responsible for the management of the Doctor of Philosophy. The Higher Degrees Review and Admissions Committee, a sub-committee of the Research and Higher Degrees Committee, admits and reviews the progress of PhD candidates.

3 Mode of Offering, Duration and Knowledge of Rules

3.1 Mode of Offering and Duration

The Doctor of Philosophy is offered on-campus and externally. Full-time enrolment requires three years of study with the expectation that the degree will be completed in no more than four years¹. Part-time enrolment requires five years of study with the expectation that the degree will be completed in not more than eight years.

3.2 Knowledge of the Doctor of Philosophy Rules

All candidates for the degree of Doctor of Philosophy are required to be fully conversant with these rules and abide by them for the duration of the candidacy.

4 Entry Requirements for the Program

4.1 Normal Entry Provisions

For normal admission to the program, applicants must be able to

- 4.1.1 demonstrate a high level of achievement in an approved honours degree (Level II A minimum) or research masters degree, in an area related to the proposed study and acceptable to the Committee; and
- 4.1.2 substantiate their capacity to complete a significant individual original research study.

4.2 Special Entry Provisions

Under the following conditions special admission may be approved by the Committee.

Applicants who do not satisfy the normal entry requirements must have an appropriate degree at a high level; and

- 4.2.1 a coursework Masters degree together with industrial and/or research experience;
- 4.2.2 a coursework Masters degree where a formal research methodology course and a research project have both been completed, with a GPA of 5.2 or higher.

5 Provisional Candidature, Dissertation Proposal and Time of Commencement of Candidacy

5.1 Provisional Candidature

All candidates will be admitted as provisional candidates.

5.2 Dissertation Proposal

During the period of provisional candidature, and as part of the process of confirming full candidature, the candidate shall furnish a dissertation proposal to the Higher Degrees Review and Admissions Committee. This proposal must be submitted within twelve months of the commencement of enrolment (or 24 months of part-time enrolment), or, in the case of candidates required to undertake coursework,

¹ The University acknowledges that minimum completion periods may be waived in the case of exceptional progress.

within twelve months of the completion of the coursework. The proposal must be signed by the supervisors and the Dean, or their nominee. The supervisor(s) must provide a statement of support for the proposal and the endorsement of the Dean, or their nominee is required. Faculties may require candidates to present their proposal at a seminar convened for this purpose.

The proposal shall include the title of the investigation, the name of the proposer, and the names of the supervisors, a set of clearly defined objectives for the study, a review of the relevant literature, an outline of the proposed method and a timeline.

5.3 Time of Commencement of Candidacy

The enrolment of candidates will commence at the beginning of Semester 1 or Semester 2. This arrangement is designed to ensure that HECS obligations are met. The actual starting date for candidacy will be determined by the Committee.

6 Admission Procedures

6.1 Application for Admission

Applicants for candidature should forward a completed application form (HD1) to the Office of Research and Higher Degrees.

The Office will attend to all procedural matters relating to the candidature. These matters include referral to the High Degrees Review and Admissions Committee, notification of candidature, confirmation of supervisors and the reporting and examination management as detailed in this document. All academic matters relating to the Doctor of Philosophy candidature shall be the responsibility of the relevant Deans of Faculties, or their nominee(s).

6.2 Admission Criteria

- 6.2.1 A person may be admitted as provisional candidate provided the Committee is satisfied that:
- 6.2.1.1 the applicant's qualifications meet the provisions of section 4 above; and
 - 6.2.1.2 there are academic members of staff appropriately qualified holding an appointment of sufficient length for purposes of supervision and who are prepared to be the candidate's supervisors.
- 6.2.2 If the provisions of 6.1 are met, the Committee may approve the application for provisional candidacy or not allow the application. In approving an application, the Committee shall:
- 6.2.2.1 determine the date which is to be deemed the date of registration as a provisional candidate;
 - 6.2.2.2 appoint the supervisors;
 - 6.2.2.3 approve any program of coursework which must be satisfactorily completed prior to the research dissertation being submitted;
 - 6.2.2.4 determine any special conditions, which the provisional candidate may be required to fulfil.
- 6.2.3 If the provisions of 6.1 are not met and candidature is not approved, the Secretary of the Committee shall advise the applicant in written format of the reasons therefore. The Committee's decisions about candidacy are final.
- 6.2.4 When enrolled in the Doctor of Philosophy, a candidate may not be enrolled in another academic program at the University or at another University without the approval of the Committee.
- 6.2.5 If there are major changes in the area of investigation, the candidate should seek approval from the Committee before continuing with the study.

6.3 Transfer Arrangements into the Doctor of Philosophy from a Masters Degree

On the recommendation of the supervisors and Dean, or their nominee, a candidate currently enrolled in a masters degree of this University who meets the entry requirements for PhD candidature may be admitted to PhD candidature with appropriate credit for work done in the masters degree. In exceptional circumstances, and on the basis of outstanding work, a candidate for a masters degree who did not previously meet the entry requirements for a PhD may be considered for transfer of candidacy to the PhD.

6.4 Transfer Arrangements into the Doctor of Philosophy from another University

Applicants wishing to transfer their PhD candidature from another University must meet the entry requirements of this University and must furnish a formal release from the responsible officer of the other University.

7 Full Candidature and Length of Study

7.1 Full Candidature

Full candidature is normally confirmed following the approval of a full dissertation proposal by the Higher Degrees Review and Admission Committee. At this time, all Committee members will be advised of the candidate's progress over the period of candidacy.

7.2 Change of Mode of Enrolment

Candidates who wish to change their mode of enrolment from full-time to part-time or part-time to full-time shall apply to the Committee for approval. The application must be supported by the supervisors and Dean, or their nominee. The approved change shall be effective from the beginning of the next semester.

7.3 Length of Study

The minimum duration of an approved program of research for the degree of Doctor of Philosophy shall be two calendar years for full-time candidates and four years for part-time enrolments. Except in exceptional circumstances, full-time candidates shall pursue their approved studies for a Doctor of Philosophy degree for not more than four years, and a part-time candidate for not more than eight years from the month in which the candidature is dated. If there are any proposed variations, the approval of the Committee is required. If there are variations to the model of enrolment the period of candidacy will be calculated on the basis of the amount of part-time and full-time enrolment to ensure that minimum and maximum time conditions are met. Candidates are expected to make satisfactory progress in their studies. The reporting system described in this document is designed to ensure that candidates receive effective supervision and that the candidates themselves make satisfactory progress.

7.4 Leave of Absence

On the recommendation of a candidate's supervisor(s), the Higher Degrees Review and Admissions Committee may approve a candidate's application for leave of absence. Such leave shall not be counted as part of the prescribed period of candidature. Candidates must apply to the Higher Degrees Review and Admission Committee if a leave of absence is contemplated. Normally, candidates may take a maximum of four weeks per annum for recreation leave. Leave on compassionate and health grounds is reviewed on a case-by-case basis.

One period of leave, a process initiated by the Committee, is suspension of candidature. This provision may be enforced if a candidate's progress is determined to be unsatisfactory but remediable. The Committee shall suspend the candidate for a minimum of one semester, after which time the candidate's provisional candidature shall be reconfirmed upon application by the candidate. In the event that the candidacy is suspended, that period shall not be counted in the period of study.

Under Department of Education, Employment and Workplace Relations (DEEWR) regulations international students studying in Australia under an Australian student visa are only permitted to defer or temporarily suspend their studies, including taking leave of absence, for a period of up to six months on the grounds of compassionate or compelling circumstances (e.g. illness where a medical certificate states that the student is unable to attend classes). Once the leave of absence is approved, the University will notify DEEWR that the student's enrolment is deferred or suspended.

8 Appointment of Supervisors

8.1 Number of Supervisors

Every candidate shall have at least two supervisors. The Principal Supervisor shall normally be a member of the University's academic staff. Associate Supervisors may be external to the University although all such appointments must be approved by the Committee following recommendation by the Dean, or their nominee. On occasions of extended absence from the University by the Principal Supervisor, a further internal supervisor may be appointed by the Committee on the recommendation of the Dean, or their nominee.

Candidates may consult informally with people inside and outside the University. The Committee may appoint formal consultants for candidates.

8.2 Change of Supervisor

A candidate may apply to the Committee for a change of supervisor stating, in written format, the reasons for the requested change. Candidates must be aware that if there are no other suitable supervisors available in the University, the candidate may have to seek a transfer to another University.

A supervisor may apply to the Committee to discontinue supervision of the candidate stating, in written format, the reasons for the requested discontinuation. In making the decision about discontinuing supervision, the Committee must be mindful that the rights of the student must be preserved. The Committee reserves the right to reject the application.

8.3 Qualifications of a Supervisor

The Committee requires that a PhD supervisor normally:

- 8.3.1 holds a research doctorate; and
- 8.3.2 has a demonstrated achievement in research and an appropriate record of scholarly publications; and
- 8.3.3 has relevant knowledge and expertise in the topic area nominated by the PhD candidate concerned; and/or methodology nominated by the PhD candidate concerned; and
- 8.3.4 has sufficient time and access to adequate resources, taking account of total work load including the supervision of other higher degree candidates. To ensure that supervisors are able to fulfil their function adequately, normally, there will be a restriction on the number of candidates per supervisor to a maximum of three full-time or six part-time.

Any departure from these criteria must be justified primarily on scholarly grounds.

8.4 Principal Supervisors

Subject to the approval of the Committee, the following categories of staff who are appropriately qualified as described in 8.3 may act as Principal Supervisors of PhD candidates:

- 8.4.1 any staff member holding a full-time academic appointment or an appropriate contractual academic appointment;
- 8.4.2 any staff member holding a research appointment, provided that the duration of such research appointment is appropriate;
- 8.4.3 any staff member holding a professional appointment whose professional activities relate significantly to research;
- 8.4.4 any staff member who has demonstrated experience in supervision at a higher degree level.

Where the Principal Supervisor is not an academic member of an academic department, an Associate Supervisor should be appointed from the department accepting the enrolment.

8.5 Associate Supervisors

The Principal Supervisor will be assisted by at least one Associate Supervisor. However, the Principal Supervisor remains responsible for directing the candidate's academic work, for ensuring that the candidate submits reports and meets other administrative responsibilities, and for being available, if required, for counselling on personal matters.

8.6 Co-Principal Supervisors

The Committee may, upon the recommendation of the Dean(s) of the Faculty or Faculties, or their nominee(s), approve the appointment of two co-supervisors where the responsibilities for the provision of academic and other advice to a candidate is to be shared. This shared responsibility must be reflected in the progress reports that are requested regularly by the Committee. If not, the supervisory appointments will be reviewed.

9 Attendance

9.1 Student Contact

Students will be expected to be in regular and frequent contact with their supervisors. The use of teleconferencing, faxes and other forms of technology allow for frequent contact without the candidate being physically on campus. At the commencement of candidature students and their supervisors will discuss and reach agreement regarding on-campus attendance requirements and mode and frequency of interaction. This will be monitored as part of the six-monthly reporting process. It is essential that there be close collaboration between PhD candidates and their supervisors.

9.2 Interaction

The following forms of interaction will normally be used, as required by the supervisors, and endorsed by the Committee:

- 9.2.1 Formal, frequent interaction to discuss progress, developments and problems. These may be face-to-face or using the variety of distance methods available as appropriate to the discipline;
- 9.2.2 Candidates will be expected to give public evidence of their research progress through formal seminars, conference presentations and the publication of journal papers. It is also expected that candidates will contribute to the academic life of the University and to its research culture through frequent formal and informal interactions with other students and with staff either in groups (on or off campus) or through participation in on-line discussion groups.

Formal seminars by the candidate, as determined by the supervisors, will be presented to students and staff interested in the area being investigated. There should be several opportunities for a candidate to participate in and present seminars over the course of PhD candidacy. As a minimum, candidates are normally required to participate in formal presentations in the final year of their studies.

10 Review of Progress

10.1 Review of Progress

Candidates' progress will be monitored according to the table below.

Full Time PhD Student		Part Time PhD Student	
Year,Sem	Action	Year,Sem	Action
Year 1, S1	Progress report	Year 1, S1	Supervisor to upgrade
Year 1, S2	Dissertation proposal	Year 1, S2	Progress report
Year 2, S1	Supervisor to upgrade	Year 2, S1	Supervisor to upgrade
Year 2, S2	Progress report	Year 2, S2	Dissertation proposal
Year 3, S1	Supervisor to upgrade	Year 3, S1	Supervisor to upgrade
Year 3, S2	Progress report or submission	Year 3, S2	Progress report
Year 4, S1	Progress report or submission	Year 4, S1	Supervisor to upgrade
Year 4, S2	Progress report or submission	Year 4, S2	Progress report or submission
		Year 5, S1	Progress report or submission
		Year 5, S2	Progress report or submission

If problems with the candidature have become evident, the candidate and supervisor shall be so advised and shall be given clear guidelines in written format by the Research and Higher Degrees Review and Admissions Committee as to how the situation may be remedied.

After candidature has been confirmed, following the initial review, under no circumstances may the University terminate the candidature because of the University's inability to provide supervision.

10.2 Termination of Candidature

The Committee may terminate a candidate's enrolment at any time, if it is of the opinion that the candidate has failed to:

- 10.2.1 make satisfactory academic progress in their work; or

- 10.2.2 comply with the supervisors' requirements for attendance at seminars or on-campus attendance, or
- 10.2.3 furnish any report or pay any fees required by these Rules; or
- 10.2.4 comply with any conditions of candidature imposed by the Committee. Candidature may be terminated only after the Committee is satisfied that reasonable attempts have been made to ensure that the candidate has been:
- 10.2.5 clearly warned in written format of shortcomings in performing the research; and
- 10.2.6 advised in written format of ways in which the candidate might remedy the shortcomings and reach a satisfactory standard of performance in the research.
- If the Committee agrees to terminate candidature, the Committee shall:
- 10.2.7 provide written notice to a candidate whose enrolment it proposes to terminate, fully explaining the reasons therefore; and
- 10.2.8 provide the candidate with the opportunity to respond to the reasons for the proposed termination prior to actual termination. The candidate's response may include an attempt to correct any deficiencies noted by the Committee in its reasons for termination.

11 Appeals

A doctoral candidate whose candidacy has been terminated in accordance with these Rules may appeal in written format to the Committee against the decision within two months of the date of termination. The Committee will normally commence hearing the appeal within twenty working days of receipt of the appeal and supporting documentation.

12 Re-Enrolment

A continuing candidate is required to re-enrol at the commencement of each year and to pay such charges as may be prescribed.

13 Research Ethics

13.1 Research Ethics Clearance

It is the responsibility of candidates whose PhD studies involve animal and/or human experimentation to apply to the Research Ethics Committee for an ethics clearance.

13.2 Ethical Conduct

All PhD studies will be conducted in an ethical manner. Guidelines for Ethical Conduct of Research are available on request.

14 Submission of Dissertation

14.1 Written Notice

A candidate shall give at least one month's written notice to the Committee of intention to submit the dissertation for examination. Such notice shall include the full title of the dissertation, or at least a descriptive title of the research topic.

14.2 Endorsement

The candidate's Principal Supervisor shall countersign the notice, and certify that the candidate has completed all studies prescribed for the degree. The Dean, or their nominee, shall endorse the statement as evidence of being informed of the candidate's intention to submit.

14.3 Appeal

Should the Principal Supervisor withhold endorsement for any reason other than failure to complete prescribed studies, the candidate may appeal to the Committee through the Dean, or their nominee, for the dissertation to be submitted for examination. The Committee will normally commence hearing the appeal within twenty working days of receipt of the appeal and supporting documentation.

14.4 Submission

The five copies of a dissertation to be examined shall be submitted to the Office of Research and Higher Degrees. The Office shall coordinate the examination process. The dissertation shall be accompanied by a statement from the Principal Supervisor certifying that the dissertation is of a satisfactory standard of presentation. Presentation shall include the legibility, accuracy and general appearance of the typing, the quality of graphic material or illustrations and of binding (even when this is of a temporary nature). For guidelines concerning the preparation and submission of a dissertation, refer to Section 5.15 Rules Regarding the Examination of Research Higher Degrees.

Part or all of the body of a Doctor of Philosophy dissertation submitted for examination may be in the exact form of already published material providing that the work is presented as a coherent dissertation and that it was produced during the period of candidature. The dissertation must include a page certifying that the dissertation is the candidate's work. If any previously published material involving joint authorship is included the exact contribution of the candidate towards those publications must be stated.

15 Examination

15.1 Examiners

Upon receipt of notification that the candidate is about to submit the dissertation, the Chair of the Committee shall, after consultation with the candidate's supervisor(s) and Dean, or their nominee, appoint at least three examiners of the dissertation who shall be external to the University.

15.1.1 It is the responsibility of the Principal Supervisor to ascertain from the candidate whether there is any person or persons likely to be appointed as an examiner whom the candidate has reason to consider inappropriate. The Principal Supervisor is to take this opinion into consideration in recommending the selection of examiners. If the supervisor or Dean, or the Dean's nominee, consider that the candidate's expressed wishes on this matter should be set aside they must indicate this in written format to the Chair of the Committee.

15.1.2 A candidate shall not be informed of the identity of the examiners prior to the final determination of the examination result.

15.2 Supervisor

The candidate's supervisor(s) may not be examiner(s).

15.3 Examiners Report

Each examiner shall provide a separate report and recommendation on the merit of the dissertation and other work submitted. Communication between examiners is not normally permitted. Should an examiner wish to contact other examiner(s), a request in written format explaining the reason/s for the interaction must be provided for consideration by the Chair of the Committee. Under no circumstances will any examiner's details be revealed to other examiners without their consent.

15.4 Further Examination

Examiners or the Committee may require the candidate to submit to further examination of a written, oral or practical nature.

15.5 Conclusion of Examiners' Report

Examiners shall conclude their reports after examination of the dissertation and such other additional examination as the candidate may have been required to sit under the provisions of section 15.4, with one of the following recommendations:

- 1 Pass. The candidate be awarded the degree with only typographical and similar corrections being completed where indicated.
- 2 Pass Subject to Minor Revisions. The candidate be awarded the degree subject to the specified minor revisions being completed to the satisfaction of the supervisors and Dean of Faculty, or the Dean's nominee.

Examiner's Notes: Minor revisions would include rewriting small sections without any significant additional work.

- 3 Pass Subject to Major Revision. The candidate be awarded the degree subject to the specified major revisions being completed to the satisfaction of an appointed Faculty Review Panel.

Examiner's Notes: Major revisions would include rewriting one or more of the chapters with or without any additional work.

- 4 Resubmitted to the Examiners Following Rewriting. The candidate be allowed to substantially revise the dissertation as indicated and resubmit the dissertation for examination.
- 5 Fail. The dissertation be rejected, the degree not be awarded and the candidate not be permitted to submit the dissertation for re-examination of the degree.

Examiner's Notes: In the case of a Fail being recommended the examiner may wish to make a further recommendation as outlined below.

- 5a Accepted for a Research Masters. The candidate be awarded a research masters degree with only typographical and similar corrections where indicated
- 5b Accepted for a Research Masters Subject to Minor Revisions. The candidate be awarded the degree subject to the specified minor revisions being completed to the satisfaction of the supervisors and Dean of Faculty, or the Dean's nominee.
- 5c Unacceptable for a Research Masters. The dissertation be rejected, that no degree be awarded and the candidate not be permitted to submit the dissertation for re-examination of any degree.

15.6 Report to Committee

The University's decision on the outcome of the examination process will be based on the recommendations of the examiners in accordance with clause 15.5. The candidate will have normally received copies of the examiners' reports. Anonymity will be preserved if requested by an examiner.

16 Lack of Consensus Between Examiners

16.1 Consensus Between Examiners

For the purposes of dealing with a lack of consensus between examiners, the recommendations shall be assigned to one of two categories: "Satisfactory" or "Unsatisfactory". The Satisfactory category refers to Pass, Pass Subject to Minor Revisions and Pass Subject to Major Revision recommendations. The Unsatisfactory category refers to Resubmitted to the Examiners Following Rewriting and Fail recommendations.

16.2 University Decision

The final decision shall be based on the recommendation of the three examiners, as shown in the matrix below, with appropriate consideration of the comments provided to support the recommendations. If two examiners agree, their recommendations will normally be followed. Where there are different recommendations from three examiners, the following table will serve as a guide. The University will normally require the candidate to attend to any matters of editorial quality noted by the examiners although the consensus recommendation may be 'Pass'.

Matrix Showing Decisions when Three Examiners are Involved

Case	Examiner's Recommendations					University Decision Result
	Unsatisfactory Result		Satisfactory Result			
	Fail	Resubmission following Rewrite	Pass Subject to Major Revision	Pass subject to Minor Revisions	Pass	
1		1		1	1	Minor Revision
2	1			1	1	Minor Revision
3			1	1	1	Minor Revision
4	1		1	1		Major revision
5		1	1		1	Major Revision
6		1	1	1		Major Revision
7	1	1			1	Resubmit
8	1	1		1		Resubmit
9	1	1	1			Resubmit

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Note that the University's decision will be influenced by the nature of the feedback as well as the number of examiners in favour of a particular option. Particularly strong and valid criticism by a single examiner may therefore result in the adoption of that examiner's recommendation. In most instances, however, it is expected that the University's decision will be guided by the above matrix.

16.3 Satisfactory Results

The administration of Satisfactory results shall be the responsibility of the Dean, or their nominee. In these cases, the examiners shall have no further involvement.

16.4 Unsatisfactory Results

The administration of Unsatisfactory results shall be the responsibility of the Dean, or their nominee, and the Chair of the Committee.

16.5 Resubmission

In the event of a candidate being required to Resubmit the dissertation following rewriting, examiners will be invited to re-examine the dissertation on resubmission by the candidate. Examiners shall receive the comments from the other examiners without the identity of the examiners being revealed. The candidate will be advised of a date by which the revised dissertation must be submitted for re-examination.

16.6 Conflict in Advice

If there is a major conflict in the advice provided by the examiners, that is, contradictory revisions are recommended, the Dean, or their nominee, will resolve the conflict and, when the examiners are invited to re-examine, the Dean's, or their nominee's, comments will be forwarded to the examiners.

16.7 Decision of Re-examination

If an examiner chooses not to re-examine, the decision of the remaining examiners will apply.

16.8 Appointment of New Examiners

If none of the examiners agree to re-examine the resubmission, new examiners shall be appointed.

16.9 Coordination of Resubmission

When a candidate is required to revise a dissertation, the Principal Supervisor will be expected to coordinate the process unless the candidate, Dean or their nominee and/or Chair of the Committee require another person to assist in the coordination of the resubmission.

17 Appeal Procedure

17.1 Notice of Intention to Appeal

If the decision of the University is a Fail, the candidate has the right to appeal the decision. Notice of an intention to appeal shall be forwarded in written format to the Secretary of the Committee within one month of the date of the written notification of the result. The Committee normally should commence hearing the appeal within twenty working days of receipt of the appeal and supporting documentation. If the appeal is to take the form of a defence of the dissertation, the detailed written case must be provided to the Secretary of the Committee within three months of the date of the written notification. If a viva defence is selected, this shall be conducted within eight weeks of the notification of intent to defend.

17.2 Formation of Appeals Committee

In the event of an appeal, a Committee shall be established consisting of the Chair of the Committee (Chairperson), the Dean of the relevant Faculty, or their nominee, and at least one other person who has relevant expertise, but who is neither an examiner nor a supervisor of the dissertation.

18 Award of Degree

The degree of Doctor of Philosophy shall be awarded to a candidate who has:

- 18.1 after completing the prescribed program of study including any special qualifying programs, submitted a satisfactory dissertation embodying the results of the study or resulting from the study; and

18.2 satisfied the appointed examiners that the dissertation meets the requirements for the award of the degree; and

18.3 if required by the University on the advice of one or more of the appointed examiners, performed satisfactorily in any oral, written or practical examination on the subject of the dissertation and matter relevant to it.

The following procedures shall be followed:

18.4 Candidates, whether successful or not, shall normally be provided with copies of the examiners' comments, subject to any editing (including the suppression of the examiners' names) approved by the Chair of the Committee.

18.5 All examiners shall be advised of the recommendations of other examiners and the decision made about the dissertation.

Appendix A

Principles Applying to External PhD Candidature

1. The University must have expertise in the proposed area of research and the Principal Supervisor must be a University staff member.
2. An offshore application for PhD candidature must provide a C.V. and expression of interest from a potential local supervisor as well as a substantial statement on the availability and access to library, IT and appropriate infrastructure resources. If appropriate arrangements cannot be made, the applicant will not be accepted for candidature. (In some disciplines it is desirable, but not essential, that a candidate's research be related to his/her area of employment.)
3. The Principal Supervisor, Associate Supervisor and applicant must complete a Preliminary Advice Form that includes recommendations for face-to-face meetings before an application can be approved. There will normally be at least one period of face-to-face meetings between the candidate and Principal Supervisor during the total period of candidacy.
4. Payment to local supervisors will be subject to receipt at the University of regular progress reports from the candidate and the local supervisor.
5. A firm date for the receipt of full dissertation proposals and subsequent confirmation of full candidature must be established at the commencement of candidacy.
6. Applications for ethics clearance, where applicable, must be assessed by University committees.
7. Dissertations for examination must be submitted in English.