Confirmation of Candidature – HDR Student

Admission to a Higher Degree by Research (HDR) program is normally provisional until the student successfully completes the confirmation of candidature process.

HDR students are normally considered to be *provisional* candidates in their respective programs until they have completed the confirmation of candidature process. Once they have completed that process, they are considered to be *confirmed* candidates. A confirmed candidate has access to their USQ research funding allocation, and has greater access to the University resources they need in order to complete their studies. Confirmation is a requirement of all USQ HDR programs. Further information regarding this process is available [here](#).

The Confirmation of Candidature process is available to students under their ‘Research’ tile in the Student Centre in the Candidature menu item.

To access Confirmation of Candidature

1. Log in to your Student Centre by selecting the **Student Centre** link in UConnect (uconnect.usq.edu.au) under the USQ Research heading.
2. Click on the Research tile.

This will open the ‘Candidature Overview’ page as shown below.

(Note: Student name, candidate number, thesis title, Supervisors will be populated with your information. These have been hidden in this document for privacy reasons).
3. Click on Confirmation of Candidature menu (left hand side) and select ‘Start your proposal’

This will open the page as shown below. You will see that each Confirmation Step is at a Progress status of ‘Not Started’. As you progress through the tasks under each step, the Progress status will change to reflect your completion of these tasks.
4. **Confirmation Step 1 – Start your proposal** - Select ‘Start your proposal’ and you will see the tasks that are required to be completed to start your confirmation process. You are able to perform the following tasks on this page:

- Submit a request to change Thesis title
- Add Thesis Abstract
- Select Type of Thesis
- Propose seminar presentation location
- Submit responses to your supervisor regarding safety risks, intellectual property considerations
- Complete your library, research integrity and ethics training modules

5. Not all tasks are required to be completed at once. You may Save and return to complete at a later date. To return to the Confirmation of Candidature steps, select ‘Back to List’ button at the bottom of the page.
6. **Confirmation Step 2 - Resource Requirement Plan.** Select Resource Requirement Plan and you will be able to complete your proposed requirements for resources throughout your candidature. Dependent upon whether you are in a Masters, Doctoral, Low-cost or High-cost program of study, a USQ Funding Allocation amount will appear at the top of the plan.

7. **Confirmation Step 3 – Request Panel Scheduling.** If you are ready to request your panel to be scheduled, please select the Request Panel Scheduling step. You will see the following warnings in a yellow box if you have not completed the required steps or information prior to request to schedule your panel.
If you have completed all the required steps, you will be able to submit the following request for a panel to be scheduled by selecting the ‘Request Panel Scheduling’ button:

You can check anytime to see if your panel has been scheduled. If it is still being finalised by your supervisor and GRS team, you will see the following message in your ‘Request panel scheduling’ menu item.
Once your Principal Supervisor has nominated your Panel Chair and panel members, and the GRS team has arranged the seminar details, you will be notified and be able to view your scheduled seminar under the ‘Request Panel Scheduling’ menu item.

8. **Confirmation Step 4 – Thesis proposal submission** This step allows candidates to check the Confirmation of Candidature Proposal Guidelines and provides a link to the Proposal Template. Candidates can download this template, complete, attach, agree to the declaration and submit their thesis proposal in this step. If you are attempting to submit your thesis proposal and your panel has not been scheduled, you will get the following message:

```
Sorry, your panel has not been scheduled yet, so you may not be ready to submit your Thesis Proposal.
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Students should ensure they adhere to the [Guidelines for Confirmation of Candidature Proposal](#) when preparing their proposal. To facilitate this, a [Confirmation of Candidature Proposal Template](#) is available, but its use is not mandatory.
If your panel has been scheduled, you will see the page below and be able to submit your thesis proposal

Candidates can attach their proposal by agreeing to the declaration and selecting the ‘Add Attachment’ button.

8.1 Click the ‘Add Attachment’ button

8.2 Clicking the ‘My Device’ icon and select the file you wish to upload

8.3 Click the ‘Upload’ button followed by the ‘DONE’ button that will appear in the top right hand corner of the screen. Repeat steps 8.1-8.3 to upload additional documents.

9. Click the ‘Submit’ button to complete the submission of the Thesis Proposal. If you revisit this step, you will be notified that ‘You have already submitted your Thesis Proposal’
Once your thesis proposal is submitted, your Principal Supervisor endorses this proposal and it is sent to the GRS team.

GRS team downloads the proposal and progresses to Panel Chair and sends via email to all panel members.

**SEMINAR IS HELD**

10. **Confirmation Step 5 – Evaluation and Feedback.** Panel chair collates detailed feedback from panel members and completes online evaluation and feedback questionnaire. Panel Chair also has the option to upload files. Panel Chair enters overall assessment and progresses to GRS team. All Evaluation and Feedback is available for candidates to view in the Evaluation and Feedback step in the confirmation menu group. The GRS team progresses dependent upon overall grade and will follow up with candidates via USQ email advising of outcome.
**Evaluation and Feedback**

**Doctor of Philosophy**

**Student ID**

**Candidate Number**

**Thesis Title**
Enhancing the Performance of Graph Signal Processing Algorithms for Artificial Intelligence Applications in Future Quantum Computers

**Supervisors**
Dr Shahab Abdulla, Professor Ravineesh Deo, Associate Professor Susan Hopkins

**Scholarships**
USQ21 USQ Postgraduate Research Scholarship

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
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<tbody>
<tr>
<td>Focus of the study: research questions/hypotheses/goals/objectives/scope</td>
<td>Satisfied</td>
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<tr>
<td>Review of the relevant literatures</td>
<td>Satisfied</td>
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<tr>
<td>Research methodology, including analytical methods</td>
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<td>Outcomes and significance</td>
<td>Dissatisfied</td>
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<tr>
<td>Milestones and timelines</td>
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<thead>
<tr>
<th>References</th>
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<tbody>
<tr>
<td>Dissemination plan included</td>
<td>Yes</td>
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<tr>
<td>Resource Requirement Plan satisfactory</td>
<td>Yes</td>
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<tr>
<td>Is the supervisory team appropriate in terms of skills requirement?</td>
<td>Yes</td>
</tr>
<tr>
<td>Should the supervisory team be expanded to include additional experts?</td>
<td>Yes</td>
</tr>
<tr>
<td>Overall Grade</td>
<td>Major Revisions</td>
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<tr>
<td>Overall Comments</td>
<td>Please see attached document for recommended revisions. These revisions need to be resubmitted by 29/02/2022</td>
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