

Confirmation of Candidature – HDR Student

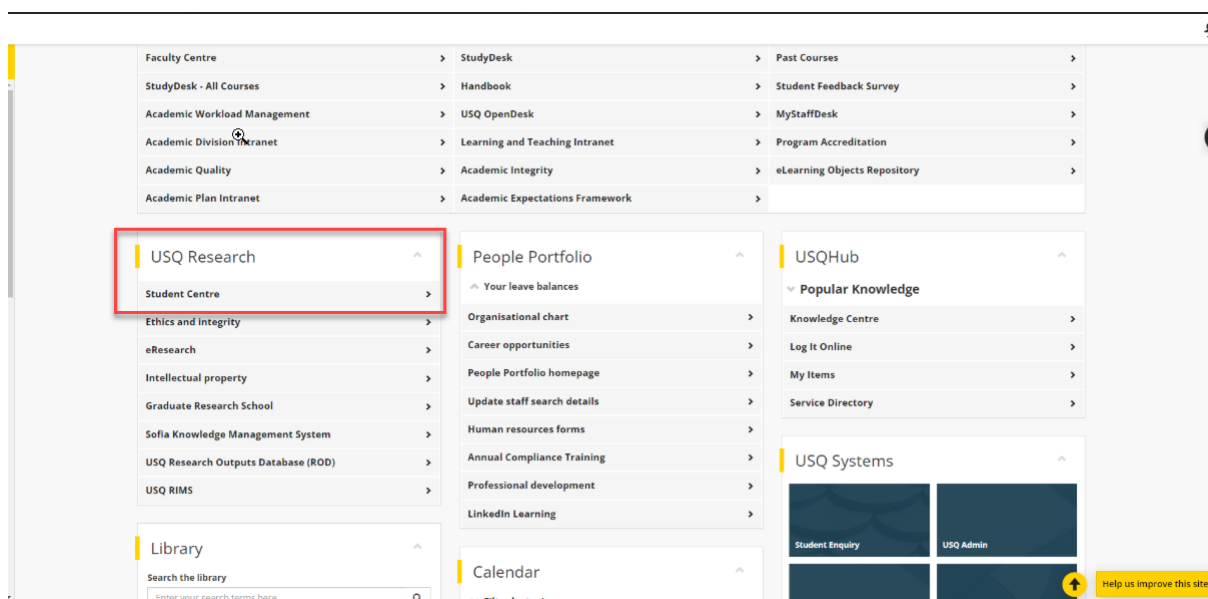
Admission to a Higher Degree by Research (HDR) program is normally provisional until the student successfully completes the confirmation of candidature process.

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](#).

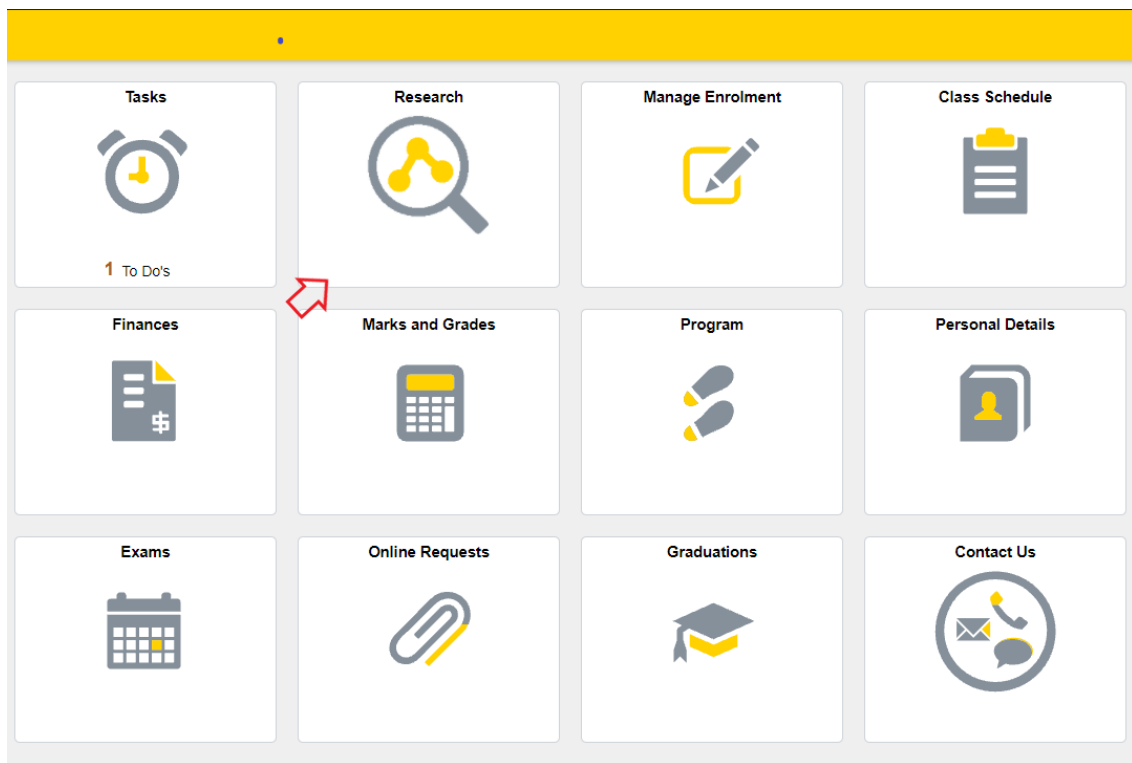
The Confirmation of Candidature process is available to students under their 'Research' tile in the Student Centre in the Candidature menu item.

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.

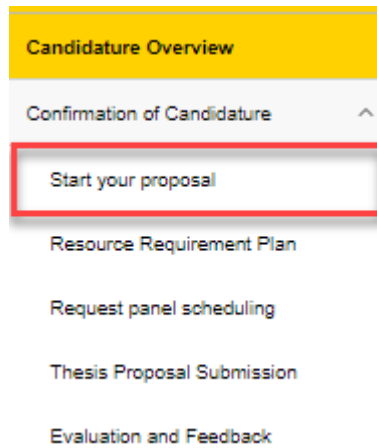


This will open the 'Candidature Overview' page as shown below.

Program	Description	Milestone Title	Date Required
DBAR	Confirmation of Candidature		14/07/2020
DPHD	Confirmation of Candidature		22/02/2022

(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.

A screenshot of the 'Start your proposal' page. The page has a yellow header with a '< Exit' button. On the left is a navigation menu with 'Start your proposal' highlighted. The main content area is titled 'Start your proposal' and includes a dropdown for 'Doctor of Philosophy'. Below this are fields for 'Student ID', 'Candidate Number', 'Thesis Title', and 'Supervisors'. A table shows the progress of various confirmation steps.

Confirmation Step	Progress
Start your proposal	Not Started <input type="radio"/> >
Resource Requirement Plan	Not Started <input type="radio"/> >
Request panel scheduling	Not Started <input type="radio"/> >
Thesis Proposal Submission	Not Started <input type="radio"/> >
Evaluation and Feedback	Not Started <input type="radio"/> >

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

The screenshot shows a web interface for 'Start your proposal'. The page is titled 'Start your proposal' and is part of a 'Confirmation of Candidature' process. The main content area includes the following sections:

- Doctor of Philosophy** (dropdown menu)
- Student ID** (text input field)
- Candidate Number** (text input field)
- Thesis Title** (text input field)
- Supervisors** (text input field)
- Thesis Outline** (Section header)
- Revised Thesis Title** (Text area)
- Thesis Abstract** (Text area)
- Type of Thesis** (Dropdown menu)
- Proposed Presentation Location** (Dropdown menu)
- Preparation** (Section header)
- Will your project require the use of hazardous chemicals, artificially genetically modified organisms, or heavy equipment? (Radio buttons: No)
- Have you developed a plan for the disbursement and determination of Intellectual Property? (Radio buttons: No)
- Library Skills Researchers Tutorial (Not Started) (Link: Library Skills Researchers Tutorial >)
- Research Integrity Module (Not Started) (Link: Research Integrity Module >)
- Ethics Module (Not Started) (Dropdown menu) (Link: Ethics Module >)

Buttons: **Save** (yellow), **Back to List** (yellow)

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.

Resource Requirement Plan

▼ Doctor of Philosophy

Student ID: 1

Candidate Number: 1

Thesis Title: Machine perception in mast processing

Supervisors: Professor Peter Brett, Dr Tobias Low

Scholarships: USQ189 USQ International Fees Research Scholarship, USQ189 USQ International Board Research Scholarship

Resource Requirements Plan

▼ Estimated Expenditure from USQ Funding Allocation: **14225.00**

Requirement	Details of Requirement	Month/Year	Estimated Cost
			<input type="text"/> + <input type="text"/>

▼ University Resources Required

Resource Type	Required	Details	*Resource Owner
Equipment	<input type="radio"/> No	Equipment	<input type="text"/>
Fields	<input type="radio"/> No	Fields	<input type="text"/>
Glasshouses	<input type="radio"/> No	Glasshouses	<input type="text"/>
Laboratory Space	<input type="radio"/> No	Laboratory Space	<input type="text"/>
Other	<input type="radio"/> No		<input type="text"/>

▼ Estimated Expenditure from External Funding

Funding Source	Details of Requirement	Month/Year	Estimated Cost
			<input type="text"/> + <input type="text"/>

This Resource Requirement Plan was prepared in consultation with my supervisory team. I understand that University funding will only be available to me after completion of the Confirmation of Candidature Process. I understand that expenditure in excess of the amount of funding provided by the University will need to be funded externally. The resources, travel, and other expenditures listed on this form are relevant to the progress and successful outcome of my candidature. USQ policies and procedures for requests for funding will apply to all expenditure of University funds. I understand that any equipment or consumable purchased with USQ funds remains the property of the University and must be returned to the University prior to my graduation, or on exit from the program.

Request the resource allocation: No

[Back to Link](#)

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.

← Exit USQ

Candidature Overview

Confirmation of Candidature

- Start your proposal
- Resource Requirement Plan
- Request panel scheduling**
- Thesis Proposal Submission
- Evaluation and Feedback

Candidature

Request panel scheduling

▼ Doctor of Philosophy

Student ID

Candidate Number

Thesis Title

Supervisors

Panel Details

The following information needs to be provided before a panel can be scheduled

- Thesis Type
- Thesis Abstract
- Proposed Presentation Location

The following training modules must be completed before a panel can be scheduled

- Library Skills Researchers Tutorial
- Research Integrity Module
- Ethics Module

[Request Panel scheduling](#)

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:

Request panel scheduling
Jennifer Bowman

▼ Master of Science (Research)

Student ID
0061134738

Candidate Number
00000003829

Thesis Title
Is there evidence of repetition compulsion in careers counselling dialogue?

Supervisors
Professor Peter McIlveen

Scholarship/s:
USQ021 USQ Postgraduate Research Scholarship

Panel Details

! Sorry, your panel has not been scheduled yet.

Request Panel scheduling

Back to List

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.

Request panel scheduling
Jennifer Bowman

▼ Master of Science (Research)

Student ID
0061134738

Candidate Number
00000003829

Thesis Title
Is there evidence of repetition compulsion in careers counselling dialogue?

Supervisors
Professor Peter McIlveen

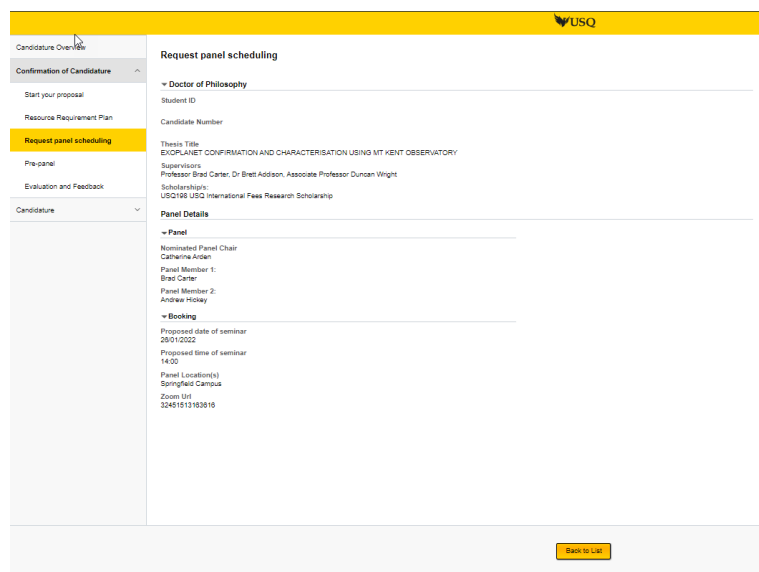
Scholarship/s:
USQ021 USQ Postgraduate Research Scholarship

Panel Details

! Sorry, your panel has not been scheduled yet.

Back to List

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.



- 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:

Pre-panel
Abdelrazek Abdelrazek

▼ Doctor of Philosophy

Student ID
0061135310

Candidate Number
000000004159

Thesis Title
Toward an integrated sustainable development strategy for Building in bush fire prone areas using the Intergovernmental Panel on Climate Change (IPCC)

Supervisors
Associate Professor David Thorpe, Ms Zahra Gharineiat

Sorry, your panel has not been scheduled yet, so you may not be ready to submit your Thesis Proposal.

Students should ensure they adhere to the [Guidelines for Confirmation of Candidature Proposal \(PDF 161KB\)](#) when preparing their proposal. To facilitate this, a [Confirmation of Candidature Proposal Template \(DOTX 45KB\)](#) is available, but its use is not mandatory.

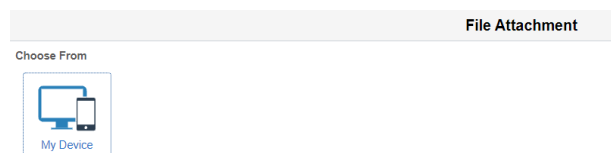
If your panel has been scheduled, you will see the page below and be able to submit your thesis proposal

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'

Pre-panel

▼ Doctor of Philosophy

Student ID

Candidate Number

Thesis Title

Power network stability in a power generation environment with diminishing rotating mass inertia

Supervisors

Associate Professor Tony Ahfock, Associate Professor Andreas Helwig



You have already submitted your Thesis Proposal.

Students should ensure they adhere to the [Guidelines for Confirmation of Candidature Proposal](#) (PDF 161KB) when preparing their proposal. To facilitate this, a [Confirmation of Candidature Proposal Template](#) (DOTX 45KB) is available, but its use is not mandatory.

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 as 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 Ravinesh Deo, Associate Professor Susan Hopkins

Scholarship/s:

USQ021 USQ Postgraduate Research Scholarship

Evaluation and Feedback

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

[Back to List](#)

END