

HIGHER DEGREES BY RESEARCH CONFIRMATION OF CANDIDATURE REPORT

- This form must be signed off and submitted to the Graduate School by the Director Higher Degrees Research on completion of confirmation requirements.
- You must also attach:
 - The written research proposal submitted to the panel;
 - Abstract;
 - Copy of presentation slides.
- Please note: Your confirmation of candidature (CoC) does not represent a substitute for a progress report. Progress reports will still be required even if you have recently completed your confirmation of candidature (CoC).
- Please forward the completed form to: hdexamination@scu.edu.au

SECTION A: CANDIDATE DETAILS

Family Name:	Given Name:
Student ID:	Faculty:
Study type:	Attendance type:
Date of candidature commencement:	Date of confirmation presentation:
Title of Thesis:	

SECTION B: SUPERVISOR DETAILS

Name of Principal Supervisor:

Other Supervisor(s):

SECTION C: TURNITIN

Has the student's confirmation of candidature proposal been submitted and approved for text matching analysis?

Yes

No

SECTION D: REVIEW OF CURRENT SUPERVISOR CANDIDATE (SCA) AGREEMENT FORM

All parties have reviewed the current SCA? **Yes** **No**

When the candidature is fully confirmed, the supervisors and candidate are required to complete the final Supervisor Candidate Agreement (SCA), which will replace the interim SCA completed at enrolment.

SECTION E: DEFENCE EXPORT CONTROLS

Does your research require a Defence Export Control permit?	Yes	No
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SECTION F: CONFIRMATION REPORT

<ul style="list-style-type: none"> If you consider the candidate to have <i>only partially completed</i> any assessments below, please ensure you please ensure you add to your supporting comments below 			
Did the candidate articulate a clear and explicit research question (s) and is it the Panel's assessment that the research question is appropriate?	Yes	No	Partially
Did the candidate demonstrate appropriate knowledge of their proposed research area?	Yes	No	Partially
Was the literature review comprehensive and appropriate for the topic being pursued?	Yes	No	Partially
Did the candidate clearly articulate the gaps in the knowledge that their research will address and the significance of investigating the gaps?	Yes	No	Partially
Did the candidate demonstrate appropriate knowledge of the methodology to be used and were the methods and research design clear and appropriate for the topic being pursued?	Yes	No	Partially
Where an Ethics application will be required, are there any potential ethics issues and is the candidate aware of them?	Yes	No	Partially
In answering the panel questions, did the candidate demonstrate clear logical And independent thinking?	Yes	No	Partially
Was the action plan and timeline feasible and consistent with a timely completion?	Yes	No	Partially
Please provide comments supporting the above assessments:			

Research Integrity, Ethics/Permits and WH&S:

Have the necessary approvals been considered for your research*?	Yes	No	N/A
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If so, have approvals been granted?	Yes	Not yet	N/A
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Comments: (if required)

Has the candidate completed the Research Integrity Training ?	Yes	No
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Has the candidate completed the RiskWare Training via BlackBoard?	Yes	No
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Any additional requirements as set by the Dean, Graduate School (as stated in the letter of offer):

Yes	No	N/A
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Please specify:

*Please note that a draft Ethics application needs to be provided at confirmation of candidature to be considered by the panel. If the Director of HDR believes the Ethics application is not adequate, they have the authority to not confirm candidature. More information on Research Ethics approval can be sourced from the [SCU Research Ethics webpage](#).

SECTION G: RECOMMENDATIONS

Please select which recommendation applies:

Confirmed, (Very Good)

Confirmed, (Good) with changes recommended by the Confirmation Panel to the satisfaction of the Principal Supervisor;

Conditionally confirmed (Satisfactory) after major revisions to the literature review and research plan as recommended by the Confirmation Panel and made within 3 months to the satisfaction of the Confirmation Panel (resubmission and final sign-off to be coordinated by the Chair of the Confirmation Panel);

Not confirmed (Poor) but the candidate is required to revise and resubmit their proposal within 6 months (resubmission and final sign-off to be coordinated by the Chair of the Confirmation Panel). Candidates may also be required to re-present their seminar;

Remedial Action, (very poor) Remedial action or recommended transfer to Masters by Thesis (if Confirmation is for PhD);

Not Confirmed and candidature is terminated.

General Comments:

Please make any comments about this candidature of which the Dean, Graduate School should be informed:

HDR END-USER INDUSTRY ENGAGEMENT

The Australian Government Department of Education and Training has revised its reporting requirements for all Higher Education Providers. As of 1 January 2022, Southern Cross University will now be required to only report on three Industry Engagement activities, as follows;

- PhD or Master research students that are Jointly supervised by a research end-user. i.e Industry supervisor that is external to academia.
- PhD students who undertake a Research internship with a research end-user that was agreed within 18 months of course commencement for a full-time student or within 36 month for part-time student.
- PhD students who undertake a Research internship with a research end-user any time **after** 18 month full-time or 36 month part-time of your course commencement.

Industry Engagement will become an essential part of your candidature. By undertaking an Industry internship or being Jointly supervised by an industry supervisor will not only start to drive early engagement between industry and yourself as research students, it will strengthen the links between the latest research and industry innovation that you are directly involved in. Not to mention making you more employable through skills development and experience after completion of your PhD.

Whether you're an artist, a scientist, a health professional or involved in business and law, you should be looking for ways to engage with industry whilst you are a student.

Please refer to Important Terms and Definitions on next page.

JOINTLY SUPERVISED BY A RESEARCH END-USER

Do you have an Industry Supervisor?

Yes

No

Jointly supervised with at least one supervisor from a research end-user organisation (Industry Supervisor). Must be officially approved and named on your Supervisor Candidate Agreement form.

If yes, please provide the Industry supervisors name, title and organisation.

Are you or have you undertaken a Research Internship?

Yes

No

If Yes,

Was it within 18 months full-time (36 months part-time) of your PhD commencement to candidature?

Yes

No

DETAILS OF YOUR RESEARCH INTERNSHIP

PhD candidature commencement date:

Name of the industry and address of where you undertook your internship:

Start and end date of your Industry internship:

Have you submitted the written agreement to the Graduate School?

Yes

No

IMPORTANT TERMS AND DEFINITIONS

What is a Research end-user.

A research end-user is defined as an individual, community or organisation external to academia that will directly use or directly benefit from the output, outcome or results of the research.

Examples of end-users include businesses, governments, non-governmental organisations, communities and community organisations.

Specific exclusions of research end-user are other higher education providers, Organisations that are affiliates, controlled entities or subsidiaries (such as Medical Research Institutes) of a higher education provider, equivalents (international or domestic) of the above exclusions.

Research internship undertaken with a research end-user.

A research internship should be undertaken;

- within 18 months from the commencement date of the student's HDR if the student is undertaking a full-time student load (36 months from the commencement date for a part-time student load).

A written agreement is required and must detail the Research & Development (R&D) activities to be undertaken and the duration of the internship.

The internship must be for a minimum of 3 calendar months in duration, and at least 60 full-time equivalent (FTE) days of engagement.

An eligible internship must be related to the student's area of research.

A research internship can be either paid or unpaid, and can form part of an enrolment or be undertaken during a HDR period of suspension and can be undertaken any time throughout your candidature.

For further information on Research end-user or Industry internships please see FAQ

SECTION H: SIGNATURES

The candidate will not be informed of the outcome of the Confirmation of Candidature until such time as the Dean of the Graduate School has reviewed and considered the Confirmation of Candidature documentation and the Panel's recommendation.

Director HDRT:

Faculty:

Signature:

Date:

Independent Panel member:

Position:

Date:

**Associate Dean Research:
(Only if required to attend
CoC)**

Signature:

Date: