

Graduate School

Application to transfer from Masters by Thesis Candidature to PhD Candidature Form

ATTENTION MAC USERS: This form will be corrupted if opened in Preview.
Please use Adobe Acrobat Reader to view and complete form.

SECTION A: STUDENT DETAILS

Family Name:	First Name:
Student ID:	Campus:
Degree:	Faculty:
Scholarship (if applicable):	

Are you an International student? **YES** **NO**

If **YES**, you will be required to satisfy the requirements of a new Genuine Temporary Entry (GTE) assessment which includes English language proficiency, qualifications check and financial assessments as part of this transfer request. This will include completing and having approved a new Statement of Purpose which forms part of the GTE.

Student Signature:	Date:
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SECTION B: RECOMMENDATIONS

To assist the Principal Supervisor/Director, Higher Degree Research Training and the Associate Dean (Research) in preparing their recommendations, it's advised that candidates and referees consult the award rules: [Doctor of Philosophy](#)

Has the student completed confirmation? **YES** **NO**

If **YES**, the recommendations in **SECTIONS D – F** will be required.

If **NO**, then the ability of this student to perform at PhD level could be demonstrated through the normal PhD confirmation process without requiring additional written reports other than the confirmation document, and the recommendations of the Principal Supervisor, Director Higher Degree Research Training and the Associate Dean (Research) on this form. If a student wishes to combine the transfer and confirmation process the following is required:

- a. Supervisors, supported by their Associate Dean (Research), may nominate masters' candidates as having demonstrated the potential to be transferred to PhD enrolment. A formal recommendation with supporting documentation must be recorded with the Graduate School.
- b. Candidates so nominated will have their master's confirmation process deferred by the Faculty. Instead, they will be required to go through a PhD confirmation process of at least six and no longer than nine months of full time candidature or 12-18 months if enrolled part time.
- c. If the confirmation committee judges that the quality of the candidate's confirmation document, presentation and response to questions from the committee indicates that the candidate is capable of completing a PhD degree, then the panel can recommend a transfer to PhD enrolment.
- d. If the confirmation performance is judged to indicate capacity to complete a Masters by Thesis but not a PhD degree, then their enrolment in the masters will be confirmed.
- e. If the confirmation performance is sub-standard, the candidate will be offered the opportunity to try again in three (3) months.
- f. Following the second attempt, the outcomes could be: Recommendation to enrol in PhD candidature (i.e. transfer); recommendation to continue in a research masters (i.e. confirmation of enrolment at the current level); recommendation to withdraw from candidature (possibly enrolling in a coursework program); or termination from candidature.

SECTION B: DETAILS OF REQUEST

Applicant's current research Master's program

Word Limit: 1000 words

Title:

Description:

Applicant's proposed new PhD program

Word Limit: 1000 words

Title:

Description:

SECTION D: PRINCIPAL SUPERVISOR RECOMMENDATION

In your opinion has the candidate demonstrated the ability to undertake research at a doctoral level?

YES NO

Do you support the transfer from master's candidature to PhD candidature for this student?

YES NO

Principal Supervisor highest academic qualification:

Co-Supervisor highest academic qualification:

Provide written comments supporting your recommendations:

Name:

Signature:

Date:

SECTION E: DIRECTOR OF HIGHER DEGREE RESEARCH TRAINING RECOMMENDATION

In your opinion has the candidate demonstrated the ability to undertake research at PhD level?

YES NO

Have you been provided with a substantial written report?

YES NO

Is the Principal Supervisor eligible to supervise at PhD level?

YES NO

Do you support the transfer from master's candidature to PhD candidature for this student?

YES NO

Name:

Signature:

Date:

SECTION F: ASSOCIATE DEAN (RESEARCH) RECOMMENDATION

In your opinion has the candidate demonstrated the ability to undertake research at PhD level?

YES NO

Have you been provided with a substantial written report?

YES NO

Is the Principal Supervisor eligible to supervise at PhD level?

YES NO

Do you support the transfer from master's candidature to PhD candidature for this student?

YES NO

Name:

Signature:

Date:

SECTION G: SUPERVISOR CANDIDATE AGREEMENT FORM FOR PhD CANDIDATURE

It is agreed that the Supervisors will remain the same and that the current Supervisor Candidate Agreement form will be extended and therefore be used for the purposes of the PhD Candidature.

YES NO

If supervisors are being replaced due to the transition from masters to PhD candidature, it is acknowledged that a new Supervisor Candidate Agreement form will be required to be completed. The [Supervisor Candidate Agreement form](#) can be downloaded from the SCU website.

YES NO

To submit this form;

1. Save the form as a PDF
2. Once form is completed, send the form as an e-mail to hdrapplication@scu.edu.au by pressing SUBMIT or attaching this completed PDF form to an e-mail.