



**Graduate School**

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

- In accordance with the [Higher Degree Research Candidate Transfer Policy](#) approval will not be granted unless the supervisors, Director of Higher Degree Research Training and Associate Dean (Research) have certified that continuing supervision and research support arrangements are satisfactory, or have advised of new arrangements as appropriate.
- The period of candidature already completed at Doctoral level will be deemed completed against the Masters by Thesis. A student who, in order to complete the new program, will exceed the maximum period of candidature applicable to that program, must apply for an extension to candidature. Normally, the new completion date will be extended by no more than twelve months (full time equivalent) from the date of effect of the change

**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:

### SECTION B:      DETAILS OF REQUEST

- Describe the circumstances leading to the request**
  
  
  
  
  
  
  
  
  
  
- Describe the work completed and remaining to be done**
  
  
  
  
  
  
  
  
  
  
- Define a timetable for completion of the work and the Masters by Thesis degree**
  
  
  
  
  
  
  
  
  
  
- Confirm that the proposed Masters by Thesis degree is in an equivalent field of research to that conducted for the Doctoral program.**

Does this change involve a variation to Supervision arrangements? <i>If yes please attach a Change to Conditions of Enrolment form and Supervisor Candidate Agreement form.</i>	YES	NO
Does this change involve a change to thesis topic? <i>If yes please attach a Change to Conditions of Enrolment form.</i>	YES	NO
Are you an International student?	YES	NO
<i>If yes have you contacted SCU International?</i>	YES	NO
Are you a Scholarship recipient? <i>If yes you will need to ensure the Scholarship provider is aware of this change.</i>	YES	NO

**SECTION D: RECOMMENDATION**

In your opinion has the candidate demonstrated the ability to undertake research at Masters by Thesis level?

YES                      NO

Have you been provided with a substantial written report?

YES                      NO

Is the Principal Supervisor eligible to supervise at Masters by Thesis level?

YES                      NO

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

YES                      NO

**SECTION F: SUPERVISOR CANDIDATE AGREEMENT FORM FOR Masters by Thesis 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 Masters by Thesis Candidature.

YES                      NO

If supervisors are being replaced due to the transition from PhD candidature to Masters by Thesis, 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

**SECTION E: SIGNATURES**

**Candidate Name:**

**Email:**

**Signature:**

**Date:**

**Principal Supervisor Name:**

**Email:**

**Signature:**

**Date:**

**Director Higher Degrees Research Name:**

**Email:**

**Signature:**

**Date:**

**Associate Dean (Research) Name:**

**Email:**

**Signature:**

**Date:**

**To submit this form;**

1. Save the form as a PDF in the format
2. Once form is completed, send the form as an e-mail to [hdrsupport@scu.edu.au](mailto:hdrsupport@scu.edu.au)