



## Office of Research

### Advice on ARC rejoinders

- The purpose of the Rejoinder process is to allow Applicants to respond to assessment comments made by external assessors i.e. peer reviewers.
- Rejoinders are not viewed by external assessors but are considered by an ARC College of Experts Panel or equivalent when deciding the overall ranking of an Application. Therefore, the rejoinder should be non-technical.
- Rejoinders should be written in a clear and concise manner, addressing each issue briefly and to the point (i.e. with no more than 6 lines per issue). It should focus on the key issues that need to be addressed, rather than every criticism made
- Open each response by restating in paraphrased form the actual criticism or comment that you are responding to, in a constructive manner, e.g. “Assessor A sought more detail on ...”, “Assessor B queries ...”, “Assessor C requested clarification on...” etc.
- Your rejoinder can include strong and reasoned arguments in defence of your project. However, do not be strident or use language such as ‘Assessor A alleges’, which can be interpreted as personal or hostile – consider using ‘asserts’ if you’re after a strong phrase. Remember it is best to present your position with evidence wherever possible. Please note that the Rejoinder text is limited to 5000 characters (including spaces). However, you do not need to use all the space allocated as a long rejoinder implies that there are many issues of concern to be addressed. Pictures, graphs or other documents cannot be inserted or attached.
- Rejoinders should not include reference to any new awards, appointments or publications which may have occurred in the time since the submission of the Application. Track records and publication histories are assessed as at the time of Application submission and therefore no updates should be provided.
- Whilst applicants should not refer to their own new awards, appointments or publications in the rejoinder, applicants may cite a publication or resource (that was not referred to in the original application) in response to a specific assessor query or critique.
- It is recommended that you do not open a rejoinder by restating all the positive things the Assessors said.

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