Rules Governing Research Higher Degrees

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1. INTRODUCTION

These Rules are made by Council in accordance with the provisions of the *University of Newcastle Act 1989* (NSW) and are part of the legislative framework established by Council to manage, in this instance, the Research Higher Degree awards and programs offered by the University. Related Rules and other policy documents are listed under Essential Supporting Documents and Related Documents.

2. PURPOSE

2.1. The purpose of these Rules is to prescribe:

1. the establishment, quality assurance, revision, discontinuation and disestablishment of Research Higher Degree awards and programs at the University of Newcastle;
2. the provisions established to deal with admission and enrolment;
3. the requirements of the degree that candidates must comply with and the penalties that apply in the case of non-compliance.
4. the responsibilities of the University in accordance with the Australian Qualifications Framework (AQF), including delivery of learning outcomes, volume of learning and compliance monitoring.

2.2. These Rules:

1. are an essential part of the delegations framework operated by University officers and bodies to create, establish or amend awards and programs of the University and in relation to admission and enrolment;
2. represent the University's commitment to promoting legislative compliance; and
3. demonstrate the University's commitment to promoting the highest standards of academic knowledge and protecting the integrity of its awards and programs.

2.3. Procedures supporting these Rules are developed in accordance with the University of Newcastle Policy Framework. These rules should be read in conjunction with:

1. the degree schedules for the Doctoral Degree (Research) and Masters Degree Research which prescribe the structure of the degree;
2. the University Code of Practice for Research Higher Degree Candidature, approved by the Deputy Vice-Chancellor (Research & Innovation) to provide guidance to candidates, supervisors, units and faculties in relation to good practice in postgraduate research, supervision and conduct and describes the respective rights and responsibilities of all parties.

2.4. In the event of an inconsistency between lower level policy documents and a Rule(s) or Schedule to the Rule(s), the Rule(s) made by Council prevails to the extent of the inconsistency.

2.5. In the event of an inconsistency between an Academic Senate policy document and a Divisional or Faculty policy, procedure or guideline, the policy document of Academic Senate prevails to the extent of the inconsistency.

2.6. This Rule has been constructed to be a complete document outlining the Research Higher Degree process from beginning to end. Prior to the current version of this Rule, Research Higher Degrees were governed by this Rule and Rules Governing Awards and Programs (000958), and Rules Governing Admission and Enrolment (000966). Until Rules 000958 and 000966 are further amended, should any inconsistency arise between the terms of this Rule and their terms, this Rule shall prevail to the extent of any inconsistency.

3. SCOPE

3.1. These Rules apply to Research Higher Degree awards and programs created, established and offered by the University of Newcastle, to applicants for those programs, and candidates enrolled in a research higher degree.

4. DEFINITIONS

In the context of this document:

Absent without leave means not maintaining regular contact with the University for a period of six months while enrolled.

Academic Senate means the Academic Senate of the University as described in the University of Newcastle Act;

admission means entry to a program of study;

applicant means person making a formal application for admission;

AQF means the Australian Qualifications Framework;

Assistant Dean Research Training means the Faculty representative, appointed by the Pro Vice-Chancellor, with the authority to act on research training matters;

award means an academic qualification that is conferred when a candidate has met the relevant program requirements;

candidate (or student) means a person who has formally accepted an offer to undertake a research higher degree offered by the University and includes candidates on leave;

candidature means the allocated place or enrolment in a Research Higher Degree program. It is the period of time between acceptance of offer and termination or withdrawal from, or completion of the degree and includes periods when a candidate is not enrolled;

census date means the date in each term on which a candidate enrolled in a course is deemed to be financially liable for the course;

Code of Practice for Research Higher Degree Candidature is the University policy that describes the respective rights and responsibilities of all parties and forms the basis of understanding and commitment between them;

Committee means the Research Training Sub-Committee, a sub-committee of the Research Committee;

Confirmation Committee means a panel convened by the School in which the candidate is carrying out the program of advanced study and research, for the purpose of confirmation of candidature;

Confirmation of Enrolment (COE) means the document issued through the Australian Government's relevant department and associated systems, by authorised officers of the University that confirms that an international student is eligible to enrol in a course. The COE is required under Commonwealth Legislation for the Student Visa;

Council means the Council of the University as described in the University of Newcastle Act;

course means any part of the program for which a result may be recorded, other than a thesis;

discontinuation means a program will have no further intake of candidates;

disestablishment means an award will no longer be offered by the University;

Doctoral Degree (Research) means a Doctor of Philosophy which shall be an ungraded degree awarded for an original and significant contribution of merit achieved through a program of advanced study and research to any branch of learning of concern to the University;

ESOS means the Education Services for Overseas Students Act 2000 (Commonwealth) and its supporting legislation;

establishment means the process of approving an award that the University has decided to offer;

full-time means an average weekly commitment by a candidate of 40 hours per week throughout the year on a program of research and advanced study;

Faculty means the Faculty responsible for the program leading to the award;

Faculty Board in the context of these Rules means the Faculty Board of the Faculty, or the English Language and Foundation Studies Board;

Intervention Strategy/Plan is a plan to assist the candidate to maintain satisfactory progress;

Jointly Awarded Research Higher Degree Program (JARHDP) means an approved program of study where the candidate is concurrently enrolled at the University of Newcastle and another institution and the resulting qualification is a single degree jointly awarded. The duration of each program may vary according to the particular arrangements negotiated by the University of Newcastle and the partner institution and agreed in the Memorandum of Agreement, including the format of the resulting qualification;

lapsed enrolment means failing to re-enrol or make alternative approved arrangements for any term by the relevant census date.

learning outcome means, in accordance with the AQF definitions, the expression of a set of knowledge, skills and the application of the knowledge and skills a person has acquired and is able to demonstrate as a result of learning;

Masters Degree (Research) means a Master of Philosophy which shall be an ungraded degree awarded for a significant contribution achieved through a program of advanced study and research to any branch of learning of concern to the Faculty in which the candidate is enrolled;

nomenclature means the system of naming awards and programs offered by the University;

part-time means an average weekly commitment by a candidate of 20 hours per week throughout the year on a program of research and advanced study;

prescribed date means the day set by the University in each term for each course or program as the last date for withdrawal from that course or program without academic penalty;

policy document means any approved University governance instrument including guidelines, procedures, policies, schedules or rule(s);

posthumous award means an award granted after the death of the recipient;

Pro Vice-Chancellor means the Pro Vice-Chancellor of the Faculty responsible for the program of study leading to an award;

program means the program of learning that leads to the award of a qualification;

qualification means the formal certification, following the successful completion of an accredited program of learning, that a graduate has achieved the learning outcomes prescribed by the University;

Research Higher Degree means a Doctor of Philosophy or Master of Philosophy degree;

schedule means the Schedule relevant to these Rules, and forms part of these Rules;

school means a unit of organisation forming part of a Faculty who can communicate its view in accordance with its internal process;

show-cause means a formal submission by a candidate that aims to demonstrate their ability to satisfactorily continue their research higher degree studies.

student (or candidate) means a person who has formally accepted an offer to undertake a research higher degree offered by the University, and includes candidates on leave;

supervisor means the person appointed by the Assistant Dean (Research Training), or where more than one such person is appointed, the person assigned the responsibility as principal supervisor;

term means a period of time for the delivery of a course in which candidates enrol and for which they are usually charged fees; for example semesters, trimesters, summer terms and block terms;

testamur means a degree certificate;

thesis means a thesis as defined in this rule;

thesis by publication means a thesis as defined in this rule;

third party means a person or group other than the University or any of the University's partner institutions;

University means the University of Newcastle, established by the Act.

5. AWARDS – ESTABLISHMENT

5.1. In accordance with Section 16 of the University of Newcastle Act 1989 (NSW), Council has the authority to establish awards that are conferred by the University of Newcastle.

5.2. Council is authorised, on the recommendation of Academic Senate, to approve the establishment of awards.

5.3. Exit awards are not consistent with the framework of a Research Higher Degree and therefore cannot be awarded by Council.

5.4. The awards established by Council will be specified in the Rule Listing Awards.

6. AWARDS - DISESTABLISHMENT

6.1. Council is authorised to approve the disestablishment of an award on the recommendation of Academic Senate.

6.2. Council will ensure that disestablished awards are archived in the Rule Listing Awards.

7. AWARDS – AMENDMENTS

7.1. Council is authorised to approve amendments to awards on the recommendation of Academic Senate.

7.2. Council will ensure that any amendment to the nomenclature of awards is reflected in the Rule Listing Awards.

8. AWARDS – QUALIFICATION TYPES

8.1. In accordance with Section 16 of the University of Newcastle Act 1989 (NSW), Council is authorised to confer awards. The conferral of the award, through the provision of a testamur, certifies the requirements of the qualification have been met.

8.2. The Research Higher Degree awards offered are:

8.2.1. Masters Degree (Research) (AQF Level 9)

8.2.2. Doctoral Degree (Research) (AQF Level 10)

8.3. Council is authorised to create and grant Honorary Awards. The provisions for these awards are contained in the Rules Governing Honorary Awards and Exceptional Service Medals.

8.4. Specific award qualification requirements, including the volume of learning, are listed in the relevant Award and Program Schedule.

9. PROGRAM – QUALIFICATION

9.1. Academic Senate is authorised to amend the Schedules to these Rules.

9.2. Research Committee on behalf of Academic Senate will monitor program completions to ensure that the programs offered by the University continue to align with the strategic directions of the University as determined by the Council.

9.3. The President of Academic Senate is authorised, on behalf of Academic Senate, to

9.3.1. amend program requirements on a case by case basis. Any such decisions will be reported to Academic Senate; and

9.3.2. waive program requirements to grant a posthumous award. Any such decisions will be reported to Council.

10. PROGRAMS – CREATION AND APPROVAL

10.1. Approval Pathway

10.1.1. The Program and Course Approval Committee is authorised to approve the creation of new programs.

10.1.2. A new research higher degree may be proposed by the relevant faculty or academic unit. The new program is then:

i. endorsed by the Faculty Board;

ii. endorsed by the Research Committee;

iii. approved by the Program and Course Approval Committee;

iv. ratified by the Academic Senate.

10.1.3. In circumstances where a new award is proposed, ratification by Council will be required.

10.1.4. Approved Research Higher Degree programs will be recorded in:

i. the relevant schedule to the Rules according to the type of qualification; and

ii. the University of Newcastle AQF Qualification Register, in accordance with the *AQF Qualifications Register Policy*.

11. PROGRAMS – QUALITY ASSURANCE

11.1. Academic Senate is responsible for ensuring that programs offered by the University, where appropriate, comply with the Australian Qualifications Framework including the:

11.1.1. learning outcomes, graduate attributes and generic skills;

11.1.2. quality assurance arrangements for each program including a system of review and audit; and

11.1.3. development of policies and procedures relating to quality program management.

12. PROGRAMS – PATHWAYS

12.1. Academic Senate is authorised to approve policies and procedures to provide appropriate pathways for Research Higher Degrees in accordance with the Higher Education Standards Framework, including the AQF Qualifications Pathways Policy.

12.2. Program articulation arrangements consistent with the AQF Qualifications Pathways Policy will be described in the relevant Awards and Program Schedule.

13. PROGRAM – REVISION

13.1. The Program and Course Approval Committee is authorised, on behalf of Academic Senate, to approve revisions to programs including changes to academic content, program structure and program requirements.

13.2. The Program and Course Approval Committee is required to ensure that revisions to programs:

13.2.1. do not disadvantage continuing candidates; and

13.2.2. comply with the Academic Senate approved cycle of program reviews.

13.3. The Assistant Dean (Research Training) of the Faculty is required to notify relevant Faculties and the Dean of Graduate Studies of any revisions or variations to a program

14. PROGRAMS - DISCONTINUATION

14.1. Academic Senate is authorised to discontinue a program deemed no longer viable and will report any such decisions to Council.

14.2. The Program and Course Approval Committee is authorised, on behalf of Academic Senate, to approve the discontinuation of a Research Higher Degree program on the recommendation of the Research Committee.

14.3. Prior to approving the discontinuation of a program, the Program and Course Approval Committee is required to ensure that:

14.3.1. candidates enrolled in the program are not disadvantaged;

14.3.2. appropriate teach-out or alternative arrangements have been made for current candidates; and

14.3.3. consideration is given to international applicants in accordance with the ESOS legislation.

15. PROGRAM – STRUCTURE: MASTERS DEGREE (RESEARCH) AND DOCTORAL DEGREE (RESEARCH)

15.1. The structure will be described in the Doctoral Degree (Research) and the Masters Degree (Research) Award and Program Schedules. Programs will be developed according to the schedules ensuring that:

15.1.1. A candidate will be admitted to a program of advanced study and research approved and completed to the satisfaction of the Assistant Dean (Research Training);

15.1.2. Upon admission candidates are deemed to have "provisional candidature" until such time as they have satisfied the requirements of confirmation as detailed in Clause 36 of these rules. Having satisfied the requirements a candidate will be identified as "confirmed";

15.1.3. The research will primarily be embodied in a thesis, and other work as approved by the Assistant Dean (Research Training) may be submitted and considered in conjunction with the thesis.

15.1.4. The thesis topic must:

i. be approved by the Assistant Dean (Research Training); and

ii. have any significant change(s) approved by the Assistant Dean (Research Training).

15.1.5. The program will be carried out under the direction of a supervisor(s) appointed by Assistant Dean (Research Training) on the recommendation of the School.

15.2. For candidates who commenced from 2006 onwards, a thesis may not be accepted for examination if a candidate has not been confirmed in their degree.

16. PROGRAMS – TIME REQUIREMENTS

16.1. Academic Senate is authorised to prescribe the maximum and minimum time for completion of a Research Higher Degree program and this will be prescribed in the relevant Awards and Programs Schedule, ensuring that periods of approved leave shall not be counted when calculating the duration of the program prescribed for an individual Research Higher Degree candidate. The program durations will be in accordance with the Australian Government Research Training Scheme grant conditions.

16.2. The Dean of Graduate Studies is authorised, on behalf of Academic Senate, to approve exceptions to minimum times for completion of a program.

16.3. The Dean of Graduate Studies is authorised, on behalf of Academic Senate, to approve exceptions to maximum times for completion of a program.

16.4. Under Education Services for Overseas Students (ESOS) legislation, an international student visa holder must complete within the 'expected duration of their Confirmation of Enrolment'. This means they must complete within the maximum duration specified unless they have an approved extension due to compassionate or compelling circumstances or are on an intervention strategy.

17. ADMISSION – GENERAL

17.1. The admission criteria is described in the relevant Award and Program Schedule. The Deputy Vice-Chancellor (Research & Innovation) is authorised to develop special admission criteria.

17.2. Academic Senate is authorised, on the recommendation of the Research Committee, to approve:

i. special admission pathways; or

ii. specific Faculty admission and selection criteria.

17.3. The Program and Course Approval Committee, on the advice of Research Committee is authorised, on behalf of Academic Senate, to approve the recommended studies and/or assumed knowledge which applicants would usually possess prior to admission to a program.

17.4. An applicant who has been excluded or suspended from the University or any other tertiary institution will not be admitted to any program during a period of exclusion or suspension.

18. ADMISSION – REQUIREMENTS

18.1. To be considered for admission to the University, Research Higher Degree applicants will be required to:

i. have met the relevant English language proficiency requirements as described in the *English Proficiency Policy*.

ii. have satisfied the minimum academic requirements described in the relevant Award and Program Schedules;

iii. have met any other additional admission requirements that may be prescribed by the Deputy Vice-Chancellor (Research & Innovation)

iv. be a minimum of 16 years of age at 1 March of the year of admission. Applicants under the age of 16 years may apply directly to the Vice-Chancellor for consideration.

18.2. The Assistant Dean (Research Training) is authorised to prescribe additional admission requirements when considering an admission to candidature. This may include a requirement for the applicant to undertake an examination(s) or carry out such work as prescribed.

18.3. The Assistant Dean (Research Training) is authorised to refuse admission to candidature when appropriate supervision and resources are not available.. Whether appropriate supervision and resources are available will be determined by the Assistant Dean (Research Training) on recommendation from the School.

19. ADMISSION – CONDITIONAL

19.1. The Assistant Dean (Research Training) can approve conditional admission where specified requirements can be met within set time frames.

19.2. The Dean of Graduate Studies is authorised, on the recommendation of the Committee to terminate candidature if a candidate does not meet the conditions stated in the offer of admission.

20. ADMISSION – OFFERS

20.1. The Assistant Dean (Research Training) and Dean of Graduate Studies are authorised to make an offer of admission to a Research Higher Degree, where the applicant has met the admission requirements specified in clause 18.

20.2. Where the Deputy Vice-Chancellor (Research & Innovation) believes the learning outcomes of the program can be met, they are authorised to waive the English language proficiency requirements for a Research Higher Degree applicant, subject to the provisions listed in the English Language Proficiency Procedure.

20.3. The President of Academic Senate is authorised to consider and determine the outcome of an appeal against a decision on the waiving of English language proficiency requirements, academic or additional admission requirements.

21. ADMISSION – INTERNAL TRANSFER

21.1. The Dean of Graduate Studies is authorised to approve procedures to support the internal transfer of candidates from one program to another. The availability of internal transfer will be subject to the availability of places in the program.

21.2. Notwithstanding anything to the contrary contained in these Rules, the Dean of Graduate Studies is authorised, on the advice of the Assistant Dean (Research Training), to permit a candidate to transfer to another program within the same AQF level, on payment of such fees and charges as may be prescribed by the University.

21.3. As provided in the Doctoral Degree (Research) Schedule, a candidate for a Master Degree (Research) in the University may transfer candidature to the degree of Doctor of Philosophy subject to approval of:

i. the supervisor;

ii. the School ; and

iii. the Assistant Dean (Research Training)

21.4. A Masters Degree (Research) candidate seeking to transfer to the degree of Doctor of Philosophy will need to satisfy the requirements of the confirmation process at a level appropriate to PhD candidature.

21.5. Except with the permission of the Assistant Dean (Research Training), candidates who transfer from a Masters degree shall be deemed to have commenced candidature from the time of admission to the Masters degree.

21.6. As provided for in the Masters Degree (Research) Schedule, a candidate for a Doctoral Degree (Research) in the University may be permitted to transfer candidature to the degree subject to approval of:

i. the supervisor;

ii. the School ; and

iii. the Assistant Dean (Research Training)

21.7. A Doctoral Degree (Research) candidate seeking to transfer to a Masters Degree (Research) will need to satisfy the requirements of the confirmation process at a level appropriate for Master's candidature if not previously confirmed at Doctoral Degree (Research) level.

21.8. Except with the permission of Assistant Dean (Research Training) candidates who transfer from a Doctoral degree to a Master degree shall be deemed to have commenced candidature from the time of admission to the Doctoral degree.

22. TRANSFER OF CANDIDATURE FROM ANOTHER UNIVERSITY

22.1. The Dean of Graduate Studies is authorised, on the recommendation of the School and Assistant Dean (Research Training) to permit an applicant who has completed a period of candidature for a research degree in another university to count the whole or any part of the period of this enrolment, as a period completed in a research higher degree program at the same level at this University, provided that:

i. the period of advanced study and research has been carried out under supervision in accordance with required ethics legislation;

ii. is directly related to the candidate's proposed program at this University;

iii. the candidate shall have formally withdrawn from enrolment in the higher degree of the other university for which the previous tenure is applicable, except in the case of JARHDP approved candidates; and

iv. the candidate meets the minimum period of enrolment as prescribed in the relevant Schedule, other than in exceptional circumstances as approved by the Dean of Graduate Studies.

23. ADMISSION – DEFERMENT

23.1. The Dean of Graduate Studies is authorised to approve procedures for deferment of admission to Research Higher Degrees.

23.2. The Assistant Dean (Research Training) is authorised to approve a request for deferral of an offer of admission according to the deferment procedures made by the Dean of Graduate Studies.

24. ENROLMENT – GENERAL

24.1. The Dean of Graduate Studies is authorised to approve procedures for enrolment in Research Higher Degrees including that:

24.1.1. a candidate may only enrol in courses that conform to the requirements of their approved program as prescribed in the Schedule.

24.2. In undertaking the program, candidates shall meet their responsibilities as set out in the Code of Practice for Research Higher Degree Candidature.

24.3. An applicant may only enrol at the University if they have:

i. satisfied the requirements for admission to a program;

ii. a current offer of admission to a program;

iii. completed the prescribed enrolment procedures including acceptance of the Terms and Conditions of Enrolment and acceptance of the Terms and Conditions of Computing; and

iv. provided sufficient proof of identification (and visa information for international candidates) as specified by the Academic Registrar.

24.4. Candidates who have satisfied the requirements listed in Clause 24.3 are deemed to have accepted the privileges and obligations of membership of the University and may obtain or request a University of Newcastle Candidate Identification card.

24.5. The Dean of Graduate Studies, on the recommendation of the Research Training Sub-Committee, is authorised to terminate candidature if a candidate fails to meet the requirements specified in the Code of Practice for Research Higher Degree Candidature or meet the specified enrolment requirements under Clause 24.

25. ENROLMENT – OFF CAMPUS

25.1. The Assistant Dean (Research Training) is authorised to approve off-campus enrolment. Where the viability of the research project could be impeded by off-campus enrolment the request may be declined or conditions imposed.

25.2. The Dean of Graduate Studies is authorised to approve procedures for research higher degree candidates' enrolment off-campus.

25.3. Candidates applying for off campus status must reside and/or work outside a 50km radius of the UON campus responsible for the candidate's program of enrolment and be able to demonstrate that the arrangements will not impede their progress in any way.

26. ENROLMENT – INDUCTION AND MANDATORY TRAINING

26.1. A research higher degree candidate is required to complete the University's induction session and any mandatory training requirements in the time frames prescribed by the Dean of Graduate Studies..

26.2. The Dean of Graduate Studies, on the recommendation of the Research Training Sub-Committee, is authorised to terminate candidature if a candidate fails to complete the induction and mandatory training requirements.

27. ENROLMENT - COURSEWORK

27.1. A candidate who has passed a course will not be permitted to undertake that course again, unless permitted by the Assistant Dean (Research Training) of the Faculty.

28. ENROLMENT - LOAD

28.1. An applicant must nominate either full-time or part-time enrolment at the time of application. Where the viability of the research project could be impeded by part-time enrolment the Dean of Graduate Studies is authorized to direct a student to enrol on a full-time basis.

28.2. International candidates studying in Australia on a student visa must enrol on a full-time basis in accordance with the requirements of the Education Services for Overseas Students Act (ESOS Act).

28.3. Scholarship recipients are required to enrol on a full-time basis unless approval is granted by the Dean of Graduate Studies to undertake part-time study due to extenuating circumstances.

29. ENROLMENT - CONCURRENT

29.1. The Dean of Graduate Studies is authorised to approve procedures for concurrent enrolment ensuring that:

29.1.1. A candidate (other than a JARHDP candidate) for the degree shall not be concurrently enrolled as a candidate for any other degree or award whether of this or another tertiary institution, except with the permission of the Assistant Dean (Research Training) and the Dean of Graduate Studies.

29.1.2. Candidates in a JARHDP will be concurrently enrolled at the authorised partner institution and the University of Newcastle as specified in a memorandum of understanding.

30. ENROLMENT – WITHDRAWAL

30.1. A candidate may withdraw from the program of study up until the date that the thesis is submitted, only by informing the Office of Graduate Studies in writing.

30.2. The withdrawal shall take effect from the date of receipt of such notification. Withdrawal after the census date for the term means that enrolment load and any associated fees and charges stand.

30.3. Withdrawal from the Program is not permitted once the thesis has been submitted.

30.4. The Assistant Dean (Research Training) is authorised, on the advice of the School to permit a candidate to withdraw from a coursework requisite within their program.

30.5. In courses which contain a placement the relevant Head of School is authorised to set a date, different from the University's census date for that term, after which permission of the Head of School is required for a candidate to withdraw from the course without incurring an academic penalty.

31. RE-ENROLMENT

31.1. To continue in a program, a candidate will re-enrol annually, or seek leave of absence.

31.2. To re-enrol the candidate will complete the prescribed procedures and pay the fees and charges no later than the date specified.

31.3. The Dean of Graduate Studies is authorised to terminate candidature if the candidate fails to enrol or re-enrol by the date specified.

32. LEAVE OF ABSENCE

32.1. The Dean of Graduate Studies is authorised to approve procedures relating to leave of absence.

32.2. The Assistant Dean (Research Training) is authorised to approve leave of absence from the program for a period of up to twelve months, only after completion of one year of full-time or part-time equivalent candidature.

32.3. The Dean of Graduate Studies is authorised, in exceptional circumstances, to approve a leave of absence after the completion of less than one year of full-time or part-time equivalent candidature or a second consecutive leave of absence from a research higher degree for a period of one academic year.

32.4. On return from leave of absence, a candidate must re-enrol on the same basis as previously, unless a variation has been approved.

32.5. The Dean of Graduate Studies is authorised to terminate the enrolment of a candidate where the candidate is absent without leave for a period exceeding six months;

32.6. The Dean of Graduate Studies is authorised to grant international students studying in Australia on a student visa, a leave of absence on the basis of compassionate or other compelling grounds, in accordance with the approved procedures.

33. ENFORCED LEAVE

33.1. The Deputy Vice Chancellor (Research & Innovation) is authorised, on the recommendation of the Behavioural Risk Group, to apply enforced leave conditions on a candidate's enrolment that may include but not be limited to:

i. restrictions on enrolment; and

ii. withdrawal or restrictions of privileges, such as the use of University facilities.

33.2. The Vice-Chancellor is authorised to apply restrictions if a candidate is deemed to require enforced leave, including:

i. restrictions on enrolment;

ii. suspension from a program;

iii. exclusion from a program or Faculty;

iv. exclusion from any University campus or location;

v. exclusion from the University.

34. LIMITS ON ADMISSION AND ENROLMENT

34.1. The Deputy Vice Chancellor (Research & Innovation) is authorised to limit admissions and enrolment to Research Higher Degrees.

35. FEES

35.1. Council, in accordance with the University of Newcastle Act 1989 (NSW), is authorised to impose fees, charges and fines and will also set the tuition fee principles and fee limits for Research Higher Degrees.

35.2. The Vice-Chancellor is authorised, on behalf of Council, and in accordance with the principles and fee limits set by Council, to:

i. approve or alter any tuition fees; and

ii. approve or alter any miscellaneous fees and changes.

35.3. In respect of tuition fees or miscellaneous fees and charges owed to the University of Newcastle by the candidate authorised officers of the University may under appropriate circumstances, defer, waive, reduce or refund fees and charges, to permit the admission or continued enrolment of a candidate. The fee types and limits are outlined in the University's Delegations Policy.

35.4. The Academic Registrar is authorised to set the due date for fees and charges.

35.5. Candidates must pay any prescribed fees for the program and/or course(s) to the University or its partner organisation by the due date. Failure to pay the fees due by the

due date in the relevant term may result in an inability to enrol or cancellation of enrolment.

36. CANDIDATURE – CONFIRMATION AND PROGRESSION

36.1. The Dean of Graduate Studies is authorised to approve procedures to assist progression through a Research Higher Degree.

36.2. In order to progress from provisional to confirmed status, candidates are required to undertake a confirmation process within twelve months of commencement of candidature on a full-time or part-time equivalent basis and shall satisfy the following requirements:

i. the provision of a written document containing at least:

a. a critical review of recent work in the field;

b. an updated research proposal;

c. an updated plan of research;

d. an updated timetable for completion of the thesis; and

e. a comprehensive statement of the resources required to complete the project within the funded period;

ii a. provide an oral presentation; and

b. provide a verbal defence of the research proposal before a Confirmation Committee.

36.3. The Confirmation Committee will determine an outcome following the completion of the confirmation process. There are three possible outcomes:

i. candidature is confirmed;

ii. the candidate is required to revise their work and undertake a second attempt at confirmation within three months (FTE); or

iii. a recommendation is made to the Committee for termination of candidature.

36.4. A research higher degree candidate may not undergo a third attempt at confirmation, unless, in exceptional circumstances, an additional attempt at confirmation is approved by the Dean of Graduate Studies.

36.5. The candidate, the supervisor and the Head of School shall submit progress reports as required.

36.6. The Dean of Graduate Studies is authorised, on the recommendation of the Research Training Sub-Committee to terminate candidature if a candidate fails to complete progress reporting requirements.

36.7. In addition to the confirmation process and the progress report(s), the supervisor and the School may submit reports on the candidate's progress to the Assistant Dean (Research Training) and Dean of Graduate Studies at any time.

36.8. Following review of the submitted reports on the candidate's progress, where progress is considered to be unsatisfactory, the Assistant Dean (Research Training), the Dean of Graduate Studies or the Research Training Sub-Committee may either place conditions on the continuation of the candidature, or refer the candidate to show cause to the Committee why their candidature should be permitted to continue.

36.9. The Dean of Graduate Studies is authorised, on the recommendation of the Research Training Sub-Committee, to terminate candidature where the progress of the candidate is deemed unsatisfactory by the Committee.

37. CANDIDATURE – ETHICS AND SAFETY

37.1. Candidates and supervisors must ensure that the research is undertaken in accordance with the Australian Code for the Responsible Conduct of Research and the relevant underlying University of Newcastle policies.

37.2. The candidates and supervisor must ensure that any approvals or training required are acquired before the research commences. This will include:

37.2.1. ethics approvals; and

37.2.2. safety clearance.

37.3. The Dean of Graduate Studies is authorised, on the recommendation of the Research Training Sub-Committee to terminate candidature if a candidate fails to meet requirements specified in clause 37.1 and 37.2.

38. CANDIDATURE - THESIS

The Dean of Graduate Studies is authorised to approve procedures relating to thesis requirements ensuring that:

38.1. Candidates must be enrolled in a Research Higher Degree at the University of Newcastle at the time of submission of the thesis.

38.2. A thesis submitted for a Research Higher Degree will meet the requirements of the degree as prescribed in the relevant Schedule.

38.3. Candidates enrolled in a JARHDP may be subject to additional or varied conditions regarding the thesis and thesis examination. Additional conditions will be described in the relevant Memorandum of Agreement under which the candidate has been enrolled.

38.4. A thesis will:

i. unless otherwise approved, be written in English

ii. be accompanied by an abstract of approximately 300 words describing its content;

iii. be presented in the manner prescribed by the Committee;

iv. be compliant with copyright provisions and avoid copyright infringement; and

v. will include a statement of originality and where applicable, statements acknowledging collaboration and authorship. Such statements must be endorsed by the supervisor.

38.4.1 The greater part of the research must be completed subsequent to admission for candidature to the degree, unless approval is granted by the Dean of Graduate Studies for research undertaken at another institution where no other award has been conferred;

38.5. A thesis may:

i. Include publications arising as a consequence of the research undertaken for a thesis. When the candidate includes a co-authored published paper or co-authored scholarly work, or a substantive component of a co-authored published paper or co-authored scholarly work in the body of the thesis, the candidate must include in the thesis a written statement attesting to their contribution to the joint publication. This statement must be signed by the supervisor. A statement is not required when publications are included as an appendix to the thesis.

ii. in the creative and performing arts, consist of two parts, the creative component and the exegesis. The *Procedures for a Research Thesis with a Creative Component* set the criteria for the creative component, the exegesis and the relationship between the two parts, and also set out the process for presentation and examination.

38.6. A doctoral thesis submitted in the form of a typescript should not normally exceed 100,000 words, excluding appendices, tables and illustrative matter.

38.7. A master's thesis submitted in the form of a typescript should not normally exceed 80,000 words, excluding appendices, tables and illustrative matter.

38.8. An exegesis forming part of a thesis and accompanying a creative or literary work or series of works should not normally exceed 40,000 words excluding appendices, tables and illustrative matter.

38.9. Use of a professional editor is permitted in preparing the thesis for submission. Candidates are required to comply with the Guidelines for editing research theses as provided by the Institute of Professional Editors and the Deans and Directors of Graduate Studies.

39. CANDIDATURE - THESIS BY PUBLICATION

39.1. A thesis by publication will include:

i. a full explanatory overview that links the separate papers and places them in the context of an established body of knowledge;

ii. a literature review;

iii. if detailed data and descriptions of methods are not otherwise given within the separate papers, they must be included in the body of the thesis or as appendices to the thesis;

39.2. For a thesis by publication:

i. the separate papers provided under sub-clause 39.1(i) must be published, in press or submitted to scholarly media only, i.e. refereed publications classified by current national standards and refereed conference papers, however at least 50% of these papers must have been published. Papers published up to three years prior to enrolment may be included provided they were published in scholarly media and do not represent more than 50% of the total papers;

ii. publications submitted by the candidate for another degree may only be referred to in the thesis literature review;

iii. the number of papers submitted should demonstrate that the body of work meets the requirements of the degree as outlined in the relevant schedule;

iv. the candidate must be the lead author in at least 50% of the papers written in the time of their formal Research Higher Degree candidature. Any published paper of which the candidate is a joint author may only be included in the thesis provided the work done by the candidate is clearly identified. The candidate must include in the thesis a written statement from each co-author attesting to the candidate's contribution to a joint publication included as part of the thesis. These statements must be endorsed by the Assistant Dean (Research Training).

v. the Assistant Dean (Research Training) may seek the approval of the Dean of Graduate Studies to include a paper that is outside the scope of these rules.

39.3. Where a thesis has been examined, and the candidate has been permitted to revise and resubmit the thesis, work published since the original examination may be included as an appendix to the resubmitted thesis.

40. SUBMISSION OF THESIS FOR EXAMINATION

The Dean of Graduate Studies is authorised to approve procedures relating to thesis submission including that:

40.1. A candidate will provide the Office of Graduate Studies:

i. not less than six weeks prior to submission, written notice of intention to submit the thesis for examination; and

ii. the number of copies of the thesis as prescribed in the Schedule, in the format prescribed in the Thesis Examination Guidelines together with a statement signed by the candidate and the supervisor that the thesis complies with Clauses 38.4 .

40.2. In the case of a JARHDP, candidates will submit their thesis in accordance with the conditions stipulated in the Memorandum of Agreement.

40.3. The supervisor shall provide a report:

i. advising that the candidate has completed the program under the direction of the supervisor; and

ii. confirming that the thesis is of sufficient merit to warrant examination.

40.4. In the event that the supervisor does not provide the report required under Clause 40.3 within two weeks following submission, or that such a report is unfavourable, a candidate may make a request in writing to the Assistant Dean (Research Training) that the thesis nevertheless be accepted for examination. The Assistant Dean (Research Training) shall seek:

i. the comments of the supervisor on the thesis;

ii. such other information as the Assistant Dean (Research Training) may require; and

iii. will determine whether or not the thesis will be accepted for examination.

40.5. The candidate shall make the required thesis declaration at the time of submission of the thesis as prescribed by the Dean of Graduate Studies.

40.6. The candidate must have completed any courses or placements required for the degree before the thesis is submitted.

41. EXAMINATION OF THESIS

41.1. The Dean of Graduate Studies is authorised to approve procedures relating to thesis examination including that:

41.2. The Dean of Graduate Studies shall appoint the number of examiners as prescribed in the relevant Schedule.

41.3. The names of examiners will not be disclosed to the candidate prior to the submission of the thesis, nor released after the examination process is completed unless the examiner(s) specifically approves the release of his/her identity, subject to the provisions of the Government Information (Public Access) Act 2009 (GIPA Act).

41.4. Only the Dean of Graduate Studies may communicate with the examiners regarding the examination process while the thesis is under examination. Breaches of this provision in relation to communication with examiners will be referred to the Committee for information and may be interpreted as misconduct and referred to the appropriate authority.

41.5. Each examiner will submit an independent, written report on the merits of the thesis which will contain an assessment of the thesis in relation to the stated thesis objectives and as a requirement for a research higher degree. The report will include one of the following recommendations:

i. award: the thesis be classified as passed. The examiner may specify this category for a thesis that does not require any amendments. The Committee will require that the candidate finalise their thesis and submit an electronic copy of the corrected thesis within one month;

ii. require - minor corrections: the thesis be classified as passed conditionally, subject to minor corrections, as outlined in the Examiner's Report, being made to the satisfaction of the supervisor/s. The examiner may specify this category for a thesis which requires correction of errors of presentation and minor deficiencies, but which are not of sufficient importance to warrant major corrections. Such amendments must be made and an electronic copy of the corrected thesis submitted within three months;

iii. require - major corrections: the thesis be classified as passed conditionally, subject to corrections, as outlined in the Examiner’s Report, being made to the satisfaction of the Faculty as specified by the Committee. The examiner may specify this category for a thesis which requires correction of

deficiencies other than errors of presentation, but which are not of sufficient importance to warrant submission for re-examination by the original examiner. Such amendments must be made and an electronic copy of the corrected thesis submitted within six months;

iv. revise and resubmit: the thesis be submitted in a revised form for re-examination by the original examiners where appropriate. The examiner may specify this category for a thesis which requires major, substantive amendment. In the Examiner's Report, the examiner shall provide detailed guidance to the candidate to assist revision. A candidate permitted to revise and resubmit a thesis will re-enrol as a candidate for the degree. The revised thesis will be submitted within a period of one calendar year from the date on which the candidate is advised of the result of the first examination together with a statement by the candidate outlining the revisions that have been made;

v. fail: the thesis be classified as failed, without right to resubmit the thesis, on the basis that a significant amount of additional research work and/or major, substantive revision will not raise the thesis to an acceptable standard.

41.6. A candidate will be permitted to amend, or revise and resubmit a thesis for examination once only.

41.7. The revised thesis must be submitted for examination for the same award as previously examined.

41.8. Where a thesis has been examined, and the candidate has been permitted to revise and resubmit the thesis, work published since the original examination may be included as an appendix to the resubmitted thesis.

42. EXAMINATION OF THESIS – COMMITTEE RECOMMENDATIONS

42.1. The Committee is authorised to:

i. consider the reports of examiners, and any other recommendations prescribed in the relevant Schedule; and

ii. may inform itself by seeking the opinion of the supervisor, Head of School (or nominee), Assistant Dean (Research Training) or any other person that the Committee deems suitable to provide a professional opinion.

42.2. Where the examiners' recommendations are not unanimous, before making any recommendation, the Committee may take one or more of the following actions:

i. appoint an additional examiner;

ii. appoint an arbiter;

iii. invite the examiners to confer with each other and/or with the Committee, with a view to the presentation of a consolidated recommendation;

iv. direct that the candidate undertakes such further examinations or other work either oral, written or practical as the Committee may specify.

42.3. In response to the recommendations from the examiners and other information collected under 42.1 the Committee will recommend to the Dean of Graduate Studies that:

i. the candidate be admitted to the degree subject to the submission of the final electronic copy of the thesis as outlined in Clauses 41.5 i; or

ii. the candidate be admitted to the degree subject to any condition that the Committee may impose and submission of the final electronic copy of the thesis as outlined in Clauses 41.5 ii – iii; or

iii. the candidate is permitted to amend, or revise and resubmit the thesis as outlined in 41.5 iv and 41.6 - 41.8; or

iv. the candidate is required to undertake further oral, written or practical examinations or other work; or

v. the candidate is not to be admitted to the degree, and that the candidature be terminated.

43. DEFENCE OF THESIS

43.1. Where the Committee determines they will make a recommendation to the Dean of Graduate Studies that the candidate is not to be admitted to the degree they will invite the candidate to provide an academic defence of the thesis, in oral and/or written form, in response to the reports of the examiner(s), following which the Committee will review their determination, and make their recommendation to the Dean of Graduate Studies based on both the examiner(s) reports and the academic defence.

44. RECOMMENDATION OF A MASTERS DEGREE (RESEARCH) FOLLOWING AN UNSUCCESSFUL DOCTORAL DEGREE (RESEARCH) THESIS SUBMISSION

44.1. Where the examination process, including any assessment by an arbiter, leads to a recommendation that a Doctoral Degree (Research) thesis is not of an acceptable standard and candidature is to be terminated under Clause 42.3 (v) the Committee may recommend to the Dean of Graduate Studies that a Masters Degree (Research) be considered as an alternative award.

44.2. In such cases, the Dean of Graduate Studies shall consider the examiners' reports; any arbiter's report; consult with the Faculty and any other appropriately qualified person deemed suitable by the Committee to provide a professional opinion.

The Dean of Graduate Studies is authorised to reject or accept the recommendation from the Committee that the thesis is considered for a Masters Degree (Research).

44.3. The Dean of Graduate Studies may require revisions to be made to the satisfaction of the Faculty prior to the awarding of the Masters Degree (Research), which must be submitted in electronic form within six months of official notification of examination outcome.

45. APPEALS AGAINST CLASSIFICATION OF THESIS

45.1. A candidate may, within 28 days of the date of the letter of notification of classification, lodge an appeal in writing to the Deputy Vice-Chancellor (Research & Innovation).

45.2. Appeals will only be permitted on the following grounds:

i. procedural irregularities in the examination of the thesis or in the conduct of any examination which forms part of the determination of the result. Appellants will be expected to demonstrate that an aspect(s) of the examination process, as determined in these Rules or the approved procedures, was not appropriately followed and that this caused, or was likely to have substantially contributed to, the classification of the thesis; or

ii. documented evidence of prejudice or bias on the part of one or more of the Examiners.

45.3. Upon receipt of an appeal, the Deputy Vice-Chancellor (Research & Innovation) shall review all relevant information to determine if a case exists for reconsideration of the candidate's thesis classification. In such cases, the Deputy Vice-Chancellor (Research & Innovation) may resolve that:

i. the candidate be permitted to resubmit the thesis for examination by a new examiner or examiners. The new examiner/s shall examine the thesis and submit a written recommendation to the Committee under the same provisions as the original examiners; or

ii. the classification of the thesis be confirmed;

46. COMPLETION OF PROGRAM

46.1. Award of the Degree and Availability of Thesis.

46.1.1. To qualify for admission to the degree a candidate shall have been enrolled and satisfied the requirements prescribed in this Rule and the relevant degree Schedule.

46.1.2. In the case of candidates enrolled in a JARHDP any additional requirements will be specified in the Memorandum of Agreement.

46.2. The Dean of Graduate Studies, on the recommendation of the Research Training Sub-Committee, is authorised to terminate a candidate's enrolment or place conditions on continued candidature where the candidate has failed to submit a thesis or the final electronic copy within prescribed time limits.

46.3. Any copies of the thesis submitted by the candidate shall become the property of the University. The copies are subject to any confidentiality agreements entered into by the University, the candidate and any sponsoring body of the research.

46.4. The University will retain any soft bound office copies of the submitted thesis until such time as the final electronic copy is submitted to the University's institutional digital repository.

46.5. The Dean of Graduate Studies, in exceptional circumstances, is authorised to permit the candidate to submit a hard bound copy of the thesis with the Office of Graduate Studies in place of the electronic copy. The same time requirements apply to the submission of the thesis as per Clauses 40.1 (i).

46.6. Once the final electronic copy has been received, the Dean of Graduate Studies and the Vice-Chancellor will approve the award of the degree.

46.7. A research candidate is deemed to have qualified for the award of the degree when the Dean of Graduate Studies and Vice-Chancellor authorise admission to the degree under delegated authority from Council.

46.8. The candidate may make an application to the Dean of Graduate Studies to embargo the thesis for a specified period. The Dean of Graduate Studies shall consider this application, taking into account advice from the Faculty, and may determine that the thesis will not be made available electronically or in print form without the written consent of the author for a specified period.

46.9. Subject to any determination under Clause 46.8 the library may supply in any medium, a copy of the thesis upon request to any person or library.

47. CANDIDATURE: COURSEWORK EXAMINATIONS

47.1. Where a candidate is required to undertake coursework as part of their program, examinations in courses will be conducted in accordance with the Rules Governing Courses and Assessment [000993] and any further provisions specified in the relevant Schedule, or the Memorandum of Agreement of a JARHDP.

48. CANDIDATURE: CANCELLATION OF ADMISSION

48.1. The Dean of Graduate Studies is authorised to cancel an applicant's offer where they have failed to accept their offer of admission by the date specified.

49. CANDIDATURE: TERMINATION OF ENROLMENT

49.1. The Dean of Graduate Studies is authorised to terminate candidature in the following circumstances:

i. where the candidate has failed to enrol or re-enrol by the date specified; or

ii. where the candidate is absent without leave for a period exceeding six months.

49.2. Before terminating candidature under clause 49.1, the Dean of Graduate Studies will notify the candidate in writing of the grounds for termination and shall give the candidate an opportunity to 'show cause' by making written representation. The Dean of Graduate Studies shall take the representation into account before reaching a final decision.

49.3. Before terminating candidature under clause 49.4, the Dean of Graduate studies will notify the candidate in writing of the grounds for the determination and will give the candidate an opportunity to 'show cause' by making representations in writing and provide an opportunity to address the Committee in person. The Committee will take such representations into account before making a recommendation to the Dean of Graduate Studies.

49.4. The Dean of Graduate Studies, on the recommendation of the Research Training Sub-Committee, is authorised to terminate candidature or place conditions on continued candidature in the any of the following circumstances:

i. where the candidate has not met the conditions stated in the offer of admission;

ii. not complying with the rules, policies and by-laws of the University of Newcastle;

iii. failing to pay fees and charges payable to the University or partner institution;

iv. failing to complete the University's RHD induction session and any mandatory training requirements in the time frames prescribed by the Dean of Graduate Studies;

v. failing to undertake confirmation in the time frame prescribed;

vi. failing to pass confirmation;

vii. where the progress of the candidate is deemed unsatisfactory by the Committee;

viii. failing to submit progress reports;

ix. failing to obtain any approvals required by the Australian Code for the Responsible Conduct of Research or the appropriate University Ethics and Safety Committees;

x. where the candidate has failed to submit a thesis within prescribed time limits, including extensions of enrolment as approved by the Pro-Vice Chancellor (or nominee);

xi. where the candidate has failed to submit the final electronic copy within prescribed time limits,

xii. international students studying in Australia, who have not completed in the maximum time as stated on their Confirmation of Enrolment and do not have an

approved extension due to compassionate or compelling circumstance or have not participated in a documented intervention strategy, may not be permitted to continue their studies, as the University reserves the right to refuse a Confirmation of Enrolment extension application;

xiii. where the candidate has failed to comply with reasonable direction of the supervisors, Dean of Graduate Studies or the Committee including failure to participate in an intervention strategy;

xiv. where the candidate is no longer able to undertake the agreed research project for reasons such as, but not limited to:

a. the candidate is unable to be supervised by appropriate supervisors and alternatives cannot be found after reasonable efforts by the relevant officers;

b. the project is no longer viable and an appropriate alternative cannot be found.

xv. exceeding the maximum time for obtaining an award.

49.5. Where a recommendation that candidature be terminated is accepted by the Dean of Graduate Studies, the candidate shall be notified in writing.

49.6. The Student Misconduct Rule (000935) applies when allegations of research misconduct or non-academic misconduct are made.

50. CANDIDATURE: RIGHT OF APPEAL

50.1. A candidate whose candidature has been terminated by the Dean of Graduate Studies may appeal against the decision in writing, within 20 working days of the date of the letter of notification of termination of candidature.

50.2. Appeals will be permitted on procedural grounds only. The following are not matters that form the basis of an appeal:

i. rejecting an assessment of the merit of their work will not be permitted;

ii. inadequacy of supervision;

iii. other arrangements during the period of study.

Issues identified under i, ii and iii will be resolved under the University's complaints resolution procedures.

50.3. If the candidate was unable to make representations due to exceptional circumstances, the candidate may appeal for reconsideration of the decision within 20 working days of advising the Dean of Graduate Studies of the nature of the exceptional circumstances.

50.4. Upon receipt of an appeal, the Dean of Graduate Studies shall convey the submissions of the candidate to the Deputy Vice-Chancellor (Research & Innovation) who shall determine if a case exists for reconsideration of the candidate's termination of

candidature. If it is determined that a case does exist, the Deputy Vice-Chancellor (Research & Innovation) is authorised to advise the School and the Dean of Graduate Studies to allow the candidate to re-enrol and resume candidature under whatsoever conditions the Deputy Vice-Chancellor (Research & Innovation) determines.

50.5. The Deputy Vice-Chancellor (Research & Innovation) is authorised, on the recommendation of the School and the Assistant Dean (Research Training) to re-admit a former candidate whose enrolment was previously terminated. The Deputy Vice-Chancellor (Research & Innovation) may prescribe whatsoever terms and conditions on the candidate's re-admission.

51. RELAXING PROVISION

51.1. To provide for exceptional circumstances arising in any particular case, the Chancellor and Vice-Chancellor, on the recommendation of the President of Academic Senate and the Deputy Vice-Chancellor (Research & Innovation), may relax any provision of these Rules.

52. ESSENTIAL SUPPORTING PROCEDURES

52.1. The Dean of Graduate Studies is authorised to develop and establish procedures and guidelines to support this Rule and its schedules.

53. ESSENTIAL SUPPORTING DOCUMENTS

Guidelines for editing research theses http://iped-editors.org/About_editing/Editing_theses.aspx

University of Newcastle Act 1989 (NSW)

Constitution of the Academic Senate - 000402

Rule Listing Awards - 000951

Rules Governing Admission and Enrolment - 000966

Rules Governing Graduation - 000593

Doctoral Degree (Research) Awards and Programs Schedule - 001033

Masters Degree (Research) Awards and Programs Schedule - 001032

Maximum Time for Completion of Programs Schedule - 000962

Education Services for Overseas Students Act 2000(Cth)

Potential Critical Incident – Preventative Action Guideline - 000853

The Code of Practice for Research Higher Degree Candidature - 000061

54. ADMINISTRATION

Approval Authority	Council

Date Approved	4 October 2011
Date Last Amended	10 May 2016 Change ordering of 49.3 and 49.4. Change “shall” to “will”. Approved by Director, Council Services & Chancellery as an administrative edit under delegated authority.
Date for Review	29 November 2016
Policy Sponsor	President of Academic Senate
Policy Owner	Council
Policy Contact	Dean of Graduate Studies
Amendment History	Significant amendments following review of the Rule - approved by Council on 30 March 2015 (D15/46855). Council approved the inclusion of clause 38.9 regarding the use of a professional editor in preparing the thesis for submission at its meeting on 8 August 2014 (C14:210). Revision to incorporate Australian Qualification Framework requirements, making the document a complete schedule and review of positions tasked with decision making 9 September 2013, make this A list of topics covered in the Rule added. 11 January 2012. Minor amendments – approved by Council 2 December 2011 Res C11:82.

End of document