Research Induction Plan
For Research Degree Students

University of South Australia

> ⓘ Before completing this form please consult our [Induction and Orientation](#) page.

PART 1: STUDENT DETAILS

Student ID	
First Name	
Last Name	

PART 2: SUPERVISORY PANEL DETAILS

Proposed role in panel	First Name	Last Name
Principal Supervisor		
Co-supervisor		
Co-supervisor		
Associate Supervisor		
Advisor		
Research Degree Coordinator (RDC)		

PART 3: MEETINGS WITH KEY STAFF

☐	Principal Supervisor:
☐	Co/Associate Supervisor(s):
☐	Research Degree Coordinator:
☐	Meeting with relevant professional staff/support people:
☐	Introduction to Academic Librarian:

PART 4: GENERAL INFORMATION

Area of information	Person responsible	Location of information	Date complete
UniSA username and login requirements/Home campus and local area acoomodattion	Research Administration Officer (or equivalent)	Student enrolment letter	
MyUniSA	Research Administration Officer (or equivalent)	University [website](#)	

PART 4: GENERAL INFORMATION

Area of information	Person responsible	Location of information	Date complete
Student Research Portal	Research Administration Officer (or equivalent)	myResearch tab on myUniSA	
ORCiD registration. You are required to create an ORCiD, or connect your existing ORCiD with UniSA.	Student	Library resources	
Research Integrity Training (mandatory)	Student	Research Integrity LearnOnline course	
Organisational structure relevant to research degree students at UniSA	Supervisor(s)		
Occupational Health, Safety, Welfare and injury Management Policy	Supervisor(s)	University resources	
Complete OHSW Induction- OHSW23	Supervisor(s)	PTC resources	
Ethics requirements	Supervisor(s)	Research resources	
Financial support and resources available to undertake the research program	Supervisor(s)	University policy resources	
Research proposal requirements	Supervisor(s)	University policy resources	
Planning and Reviews of Progress	RDC	University resources	
Conditions of Candidature and responsibilities	RDC	University policy resources Letter of offer	
Scholarship Conditions (if applicable)	Supervisor(s) RDC	Letter of Offer / Student Agreement for Domestic Students or International Students	
Special conditions (eg sponsorship/industry, etc)	Supervisor(s) RDC	Letter of sponsorship/Industry conditions, etc. You must be aware of any special terms and conditions so that these can be managed appropriately.	
Leave of Absence provisions	Supervisor(s) RDC	Student forms website	

PART 4:   GENERAL INFORMATION

Area of information	Person responsible	Location of information	Date complete
Australian Code for the Responsible Conduct of Research and other Codes and relevant policies	RDC	University policy resources	
University Activities Policy (Intellectual Property Guidelines)	RDC	University policy resources on IP	
Authorship Policy	RDC	University policy resources on authorship	
Plagiarism	RDC	University policy resources	
Equal Opportunity and Sexual Harassment policies	RDC	University policy resources	

PART 5:   RESEARCH PROPOSAL REQUIREMENTS

Under AB-58 Research Degrees – Policies and Procedures, Research Degree Students are enrolled provisionally until the research proposal has been approved. To facilitate this, the student and supervisor agree to the following milestones:

That a draft version of the research proposal will be submitted to the Principal Supervisor by:	
That a final version of the research proposal will be submitted to the Principal Supervisor by:	
The Confirmation of Candidature Panel will review the research proposal on:	

The supervisors' relative involvement in the drafting of the research proposal will be:

Principal Supervisor	☐ High ☐ Medium ☐ Low
Co-Supervisor	☐ High ☐ Medium ☐ Low
It is agreed that during the development of the research proposal the student will meet with the Principal Supervisor:	☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Other
It is agreed that during the development of the research proposal the student will meet with the Co-supervisors:	☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Other

PART 6:   STUDENT DEVELOPMENT ACTIVITIES

Commencing research degree students should familiarise themselves with the Enhancement of Doctoral Graduate Employability (UniSAEDGE) framework. UniSAEDGE provides a platform that enables students to understand their current knowledge, skills and experience and to record future research education experiences. UniSAEDGE then enables students to develop a training plan from among a suite of training options provided by the University including from the Academic Unit level, the university-wide level, and from the Australian Technology Network (ATN). Future research education activities should be documented and discussed as part of the candidature planning and review process. The training plan will be reviewed at regular intervals during meetings between the research student and supervisor and other activities assessed as the need and opportunity arise.

Helpful links:
[Introduction to UniSA EDGE](#)

[EDGEx](#)

PART 7:   DECLARATIONS

In signing this form, I confirm that this plan has been developed in collaboration with my Supervisory Panel and meets the requirements of my proposed research activities.

Student signature		Date

In signing this form, I confirm that this plan has been developed in collaboration with my fellow supervisors and meets the requirements of my proposed research activities.

Principal Supervisor signature		Date

In signing this form, I confirm that I have reviewed this plan and that it meets the requirements of the University as well as the Academic Unit/Institute/Centre.

Research Degree Coordinator signature		Date