

Before completing this form please consult

<https://i.unisa.edu.au/students/research-students/commencing-students/research-proposal-and-confirmation-of-candidature/>

- ① This form is to be submitted with, and included in, the approval of the Confirmation of Candidature form. For additional information on the supervisor eligibility and definitions of supervisor roles please refer to the [Procedures for the management of Higher Degree by Research Supervision Supervisory Panels at UniSA: Framework & Guidelines](#)

## PART 1: PERSONAL DETAILS

Student ID	<input type="text"/>
First Name	<input type="text"/>
Family Name	<input type="text"/>
Program Code	<input type="text"/>

## PART 2: RESEARCH PROJECT DETAILS

Thesis title:	
Have partnering opportunities of your research project been considered? <i>(for example, case study opportunities, clinical trials, funding that is not provided and/or administered by UniSA or employer involvement in your research project)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No

## PART 3: SUPERVISION PANEL DETAILS

CO AND PRINCIPAL SUPERVISORY DETAILS					
Proposed Role	First Name	Last Name	Staff ID	End-user	
Principal Supervisor				<input type="checkbox"/>	
Co-supervisor				<input type="checkbox"/>	
Co-supervisor				<input type="checkbox"/>	
				<input type="checkbox"/>	
ASSOCIATE AND END-USER ADVISOR SUPERVISORY DETAILS					
Proposed Role	Title	First Name	Last Name	External Organisation <i>(provide Staff ID if the</i>	End-user
Associate Supervisor <i>(a researcher external to UniSA, usually working in another academic institution or research organisation)</i>					<input type="checkbox"/>
	<b>Email Address:</b>				
End-user Advisor <i>(an end-user of research in a relevant discipline or industry)</i>					
	<b>Email Address*:</b>				
	<b>Email Address*:</b>				

\* Leave email address blank if End-user Advisor is internal to UniSA. External email addresses must be provided.

**PART 4: CANDIDATURE REQUIREMENTS**

<input type="checkbox"/>	It is agreed and understood that there will be two documented review and planning session for each year of candidature	
<input type="checkbox"/>	The Principal Supervisor has outlined the requirement of the Australian Code for the Responsible Conduct of Research and other applicable codes, guidelines and policies, and the research student has agreed to comply with all relevant requirements	
<input type="checkbox"/>	It is agreed and understood that the research project will require ethics approval:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If applicable, approval will be sort by:
<input type="checkbox"/>	The Principal Supervisor has outlined the rules on plagiarism and copyright and the research student has authorised any written material submitted to be tested by the University for plagiarism, using text comparison software. This involves the University or its contractor copying work submitted by the research degree student and storing it on a database to be used in future to test work submitted by others.	
<input type="checkbox"/>	The Principal Supervisor has outlined the University's <a href="#">Intellectual Property: Ownership and Management Policy</a> , and both the supervisor(s) and the research student have agreed to comply with the policy	
<input type="checkbox"/>	The Principal Supervisor has determined whether the research to be conducted by the student falls within the IP criteria requiring a <a href="#">Student Participation Agreement</a> . The Supervisor has considered whether it is necessary to consult with the appropriate Commercial Manager or UniSA Ventures in this regard.	
<input type="checkbox"/>	Where required, the <a href="#">Student Participation Agreement</a> is signed and attached to this document: <input type="checkbox"/> Yes <input type="checkbox"/> No (IP Information: <a href="https://i.unisa.edu.au/students/research-students/commencing-students/intellectual-property/">https://i.unisa.edu.au/students/research-students/commencing-students/intellectual-property/</a> ) <i>If 'No' the Principal Supervisor must provide a reason here:</i>	
<input type="checkbox"/>	Key milestones, timelines and student development activities have been planned and documented in the individual plan (Appendix 1)	
<input type="checkbox"/>	Research or student placement away from the University has been discussed and OHSW issues addressed	

**PART 5: THE RESEARCH DEGREE STUDENT-SUPERVISOR RELATIONSHIP**

It is agreed and understood that the Principal Supervisor's relative involvement in the following elements of the thesis/exegesis will be:	
Arrangement of chapters	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Reading of first draft	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Reading of subsequent drafts	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Reading of final draft	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Editing	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
It is agreed and understood that the Co / Associate Supervisor(s) and/or End-user Advisor (s) relative involvement in the following elements of the thesis/exegesis will be:	
Arrangement of chapters	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Reading of first draft	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Reading of subsequent drafts	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Reading of final draft	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
Editing	<input type="checkbox"/> High / <input type="checkbox"/> Medium / <input type="checkbox"/> Low
It is agreed that during candidature the student will meet with the Principal supervisor:	
<input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other:	
It is agreed that during candidature the student will meet with the Co / Associate Supervisor(s) and/or End-user Advisor (s):	

Weekly
  Fortnightly
  Monthly
  Bi-Monthly
  Quarterly
  Other:

## PART 6: STATEMENT OF RESOURCES

The University agrees to provide resources to support the student through their candidature. These resources are defined in the statement of minimum resources for higher degrees by research within the Academic Regulations for Higher Degrees by Research.

a) In addition to these resources the University agrees to provide the following maintenance funding in accordance with the funding area's specified terms and conditions.

b) The following project specific resources/activities will be funded.

c) The following items / activities will not be funded. Funding will need to be sought from grant/funding applications within the University or through external bodies or self-funded by the student.

d) The following specialised facilities will be provided by the University or sourced from external providers for the purpose of undertaking this research.

**Head of School/Institute Director signature:** In signing this form, I:

- Acknowledge the University will provide the necessary resources to support the student throughout candidature as defined above
- Expect that the panel membership can provide ongoing supervision for the further of candidature; and
- Confirm that privileged relationships disclosed will be appropriately managed.

Name of Head of School/Institute Director:

Signature

Date:

## PART 7: CHECKLIST & STUDENT DECLARATION

In signing this form I;

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Confirm I have read and understood the information on <a href="https://i.unisa.edu.au/students/research-students/commencing-students/induction/">https://i.unisa.edu.au/students/research-students/commencing-students/induction/</a> |
| <input type="checkbox"/> | Understand and agree to my candidature requirements as outlined in Part 4 of this agreement   |
| <input type="checkbox"/> | Understand the resource requirements of my research project and agree to the resourcing arrangements as set out in this agreement   |

Student Signature		Date	
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**PART 8: SUPERVISOR SUPPORT**

Supervisor Name			
Supervisor signature		Date	

**PART 9: RDC/REPL/AHSR SUPPORT**

RDC/REPL/AHSR Name			
RDC/REPL/AHSR signature		Date	

**PART 10: DEAN: RESEARCH APPROVAL**

Dean: Research Name			
Dean: Research signature		Date	

**Staff use:** Please check and submit the completed form with the signed Confirmation of Candidature form to **Scholarships and Candidature, Student and Academic Services (SAS)** via email [research.students@unisa.edu.au](mailto:research.students@unisa.edu.au)

**Appendix 1: Individual Research Plan: EXAMPLE only**

STUDENT ID:

NAME:

THESIS TITLE:

DATE:

The tasks/milestones shown below are indicative only and can be edited as required to suit the particular research project.

Tasks/Milestones	20__												20__												20__															
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D				
Ethics approval process																																								
RESA Continuing to Completing series																																								
Research commencement																																								
Literature review																																								
Data collection																																								
Data analysis																																								
Writing																																								
Conference paper preparation																																								
Conference attendance																																								
Preparation of journal paper																																								
Potential follow up research																																								
Thesis writing/editing																																								
Thesis review by supervisors																																								
Incorporate supervisors' feedback																																								
Planning and reviews of progress																																								
Submission																																								
Completion																																								