



THE UNIVERSITY OF
**WESTERN
AUSTRALIA**

Graduate Research School
CONFIRMATION OF CANDIDATURE
(Doctoral Enrolments only)

CC

GRS -
Annual
Progress
Report
received

If you are enrolled full-time, please submit this form with your first Annual Progress Report (<http://www.postgraduate.uwa.edu.au/students/forms>). **If you are, or have been enrolled part-time, please submit this form by the due date (see studentConnect http://www.studentadmin.uwa.edu.au/welcome/student_connect).** Send or submit the completed and signed original to the Graduate Research School Office, Hackett Hall, M358.

Please note: Doctoral candidates are enrolled conditionally for the first year (full time equivalent). Confirmation of your candidature at the end of the first year will depend on satisfactory completion of the Designated Tasks as listed in Section 6 of your Research Proposal, and a recommendation from your supervisor and Graduate Research Coordinator that you are on track to complete your thesis within your allotted time.

The due date of my Confirmation of Candidature is: ____/____/201_____
(Verification of this date can be found at [StudentConnect](#))

1. STUDENT DETAILS

FAMILY NAME: _____ **STUDENT ID:** _____
GIVEN NAMES: _____ **TITLE:** Mr, Ms, Mrs, Dr, etc. _____
SCHOOL: _____ **TELEPHONE NO:** _____
DEGREE: _____

DOMESTIC STUDENT

INTERNATIONAL STUDENT - Student Visa expiry date: ____/____/____

If you have held a scholarship in the past 12 months please complete the following:

Name of scholarship/s:	Expiry date of scholarship/s:
1.	
2.	
3.	

2. DESIGNATED TASKS AS LISTED IN YOUR RESEARCH PROPOSAL: Instructions for the Coordinating, or Principal & Coordinating Supervisor, and Graduate Research Coordinator

The purpose of the formal Confirmation of Candidature is to ensure that students progressing to the second year of their doctoral studies are on track to complete in time. The School should recommend Confirmation of Candidature only when it has evidence that the student is working at the required level and rate to complete within their allotted time.

The Coordinating or Principal & Coordinating Supervisor **AND** Graduate Research Coordinator are requested to initial each task to verify the status (see the last column in the examples below).

If the task is not completed and you consider that candidature should still be confirmed please indicate this next to this task by the phrase 'Confirm Candidature' as well as your initial and give a brief justification (see [Example 1](#)).

If the task is not completed and you would like to extend the due date for Candidature to be confirmed, please indicate by writing next to the incomplete task with the phrase 'extend probation' (see [Example 2](#)). You will then need to select 'We recommend that the candidate's probation be extended to . . . ' in the Recommendations and Signature section.

Extensions may be approved for up to 3 months from the Confirmation of Candidature due date. Please Note: the maximum possible extension is 3 months after due date.

3. DESIGNATED TASKS AS LISTED IN YOUR RESEARCH PROPOSAL: Instructions for students

Please complete the 'Designated Tasks Table' as follows:

- In the 'Designated Task' column list the tasks **EXACTLY** as approved in your Research Proposal for the first twelve months (FTE).
- In the 'Date to be completed' column write the date that was set for completion of the task in the Research Proposal.
- In the 'Status' column note your current progress towards achieving the goal.
- If you have not met the agreed completion date for a task please include an explanation in the 'Status' column.
- Please **list only those DESIGNATED TASKS listed in your Research Proposal** that were to be completed by the due date of your Confirmation of Candidature, that is tasks that were agreed between you and your supervisors for completion within the first 12 months of candidature (full-time equivalent).
- It is very important to provide an explanation if the Agreed Tasks have not been completed.

Example 1: Candidature to be confirmed

Full Name:		Student Number:	
Designated Task	Date to be Completed	Status	Signature of Coordinating or Principal & Coordinating Supervisor AND Graduate Research Coordinator (see instructions)
Compulsory : AACE7000 Essentials Unit. Details can be found at http://www.ace.uwa.edu.au/	January 2012	Completed January 2012	AB GH
Compulsory : A substantial piece of writing at the appropriate conceptual level - please give details	Sept 2012	Completed September 2012	AB GH
Research proposal approved	March 2012	Completed March 2012	AB GH
Present seminar to School on proposed research	April 2012	Completed April 2012	AB GH
Start experiments	Sept 2012	Delayed start due to difficulty obtaining chemicals required. Now starting in November 2012	Confirm Candidature AB GH

NB: If more space needed please expand this table or attach document to back of form.

Example 2: Candidature probation to be extended

Full Name:		Student number:	
Designated Task	Date to be Completed	Status	Signature of Coordinating or Principal & Coordinating Supervisor AND Graduate Research Coordinator (see instructions)
Compulsory : AACE7000 Essentials Unit. Details can be found at http://www.ace.uwa.edu.au/	January 2012	Completed January 2012	AB GH
Compulsory : A substantial piece of writing at the appropriate conceptual level - please give details	September 2012	Completed September 2012	AB GH
Research proposal approved	March 2012	Completed March 2012	AB GH
Present seminar to School on proposed research	April 2012	Completed April 2012	AB GH
Start experiments	September 2012	Delayed start due to difficulty obtaining chemicals required. Now starting in November 2012	Extend probation AB GH

NB: If more space needed please expand this table or attach document to back of form.

Refer to instructions on the last page of this form for more detailed information. You should also look at <http://www.postgraduate.uwa.edu.au/students/candidature/confirmation>

4. SIGNATURE OF STUDENT

Signature:	Date:
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5. RECOMMENDATIONS AND SIGNATURES BY SCHOOL(S)

- This form is to be signed by: the student, the Coordinating Supervisor OR Principal & Coordinating Supervisor, and the Graduate Research Coordinator.
- All signatories should retain a signed copy of this completed form.
- This form must be submitted to the Graduate Research School, M358 by the due date.

Recommendations (Please clearly indicate your recommendation by marking the box alongside your preference)

- The Candidate is working at the required level and rate to complete the thesis in the allotted time, and we recommend that the Candidate's Doctoral candidature be confirmed.
- We recommend that the Candidate's probation be extended to the following date: ____/____/____ (NB: the maximum possible extension is 3 months after due date):
- We recommend that the Doctoral Candidature not be Confirmed.

COORDINATING SUPERVISOR OR PRINCIPAL & COORDINATING SUPERVISOR, AND GRADUATE RESEARCH COORDINATOR SIGNATURES

Coordinating OR Principal & Coordinating Supervisor signature:	Date:
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Coordinating OR Principal & Coordinating Supervisor name (please print):

Graduate Research Coordinator signature:	Date:
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Graduate Research Coordinator name (please print):

JOINT SCHOOL (if applicable):

Coordinating Supervisor signature:	Date:
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Coordinating Supervisor name (please print):

Graduate Research Coordinator signature:	Date:
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Graduate Research Coordinator name (please print):

6. GRADUATE RESEARCH SCHOOL OFFICE USE ONLY

Confirmation of Doctoral Candidature at The University of Western Australia is

- Approved
- Not approved
- Is extended and re-planned for the following date: _____

 Dean, Graduate Research School or
 Associate Director, Graduate Research School

Date

Candidature Office Init: _____ Date: _____

Action Required: