



**CONFIRMATION OF CANDIDATURE FORM  
HIGHER DEGREE RESEARCH**

**GRADUATE RESEARCH SCHOOL**  
grs.hdr@westernsydney.edu.au

**INFORMATION FOR FORM USER**

Complete this form by **TYPING** over the fields using a PDF editor. Mark answer boxes with a cross (X).

**1. PERSONAL DETAILS**

Student ID number	Title	Are you an international student?	Yes	No
Family name				
First name(s)				
School / Institute				
Program:	Doctor of Philosophy (PhD)	Professional Doctorate (DCA, DCR, EdD)	Master of Philosophy (MPhil)	
Research Commencement Date: (DD/MM/YYYY)		Maximum Submission Date: (DD/MM/YYYY)		

**2. CONFIRMATION OF CANDIDATURE PANEL**

Chair of Panel

Principal Supervisor

Co-supervisors (list any in attendance)

Others (list any in attendance)

**3. REQUIREMENTS**

The Chair of Panel should confirm that the following requirements have been met:

Early Candidature Plan (including Research Fundamentals, Research Integrity Online, Work Health and Safety, Privacy, and RNA online training modules)

Confirmation of Candidature Document (including candidature budget and candidature timeline)

Confirmation of Candidature undertaken within 12 months of the Research Commencement Date (if not, please request an explanation from the supervisory panel).



#### 4. RECOMMENDATION

Date of Confirmation of Candidature presentation: (DD/MM/YYYY)

We, the members of the Confirmation of Candidature Panel, have prepared a written report (attached) and provide the following recommendation:

- A. The candidature be confirmed.
- B. The candidature be confirmed, subject to minor amendments/rewriting identified by the Confirmation of Candidature Panel. These amendments are to be undertaken to the satisfaction of the Principal Supervisor and Associated Dean, HDR or HDR Director.
- C. The candidature be confirmed, subject to major amendments/rewriting identified by the Confirmation of Candidature Panel. These amendments will be circulated via email to the panel members. The candidate is not required to complete a second presentation.
- D. The candidature not be confirmed on the basis of the submitted document and/or presentation. The candidate is required to submit a revised document and complete a second presentation.
- E. The candidature not be confirmed on the basis of the submitted document and/or presentation. It is recommended that the School/Research Institute Higher Degrees Committee considers transferring the candidature to a Master of Philosophy (MPhil).
- F. The candidature not be confirmed on the basis of the submitted document and/or presentation. It is recommended that the School/Research Institute Higher Degrees Committee considers initiating a show cause process to terminate the candidature.

Additional comments from the Confirmation of Candidature Panel:



### 5. APPROVALS

**Chair of Panel:**

Signature:

Date: (DD/MM/YYYY)

**Student:**

Signature:

Date: (DD/MM/YYYY)

**Principal Supervisor:**

Signature:

Date: (DD/MM/YYYY)

**Associate Dean, HDR or HDR Director:**

Signature:

Date: (DD/MM/YYYY)

### 6. HOW TO SUBMIT THIS FORM

Do not return this form to the Graduate Research School unless an A result has been approved OR all necessary amendments have been completed and the candidature is confirmed.

All required amendments should be managed at the School/Institute level until the candidature has been confirmed. If the candidature cannot be confirmed, the matter should be referred to the School/Institute Higher Degrees Committee for consideration.

When the approvals have been completed, please return this form (including a final version of the Confirmation of Candidature documents and any supporting documentation) via email to the Graduate Research School:

[grs.hdr@westernsydney.edu.au](mailto:grs.hdr@westernsydney.edu.au)

Use the email subject line: **CoC\_Form\_Approved\_THE-STUDENT-ID**